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ABSTRACT

Prepared as an outline of the long-range South Carolina Library development program required by the Library Services and Construction Act (LSCA), this document describes: (1) the library public, with emphasis on the disadvantaged, illiterate, blind and physically handicapped, persons with limited English speaking ability, the elderly, and the institutionalized; (2) library education, library networks, and South Carolina's libraries and their needs, including discussions of the state, public, institutional, academic, and major urban resource libraries, school library media centers, and TEC (technical College) learning resource centers; (3) the criteria, priorities, and procedures to be used for measuring the adequacy of library services, library buildings, and interlibrary cooperation; and (4) program goals and objectives, which include the strengthening of the state library, improving public library services, extending library services to the institutionalized and physically handicapped, and facilitating utilization of the state's total library resources by means of library cooperation. (CGD)

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THE SOUTH CAROLINA PROGRAM

FOR

LIBRARY DEVELOPMENT

1987 - 1990

under the

LIBRARY SERVICES AND CONSTRUCTION ACT
(P. L. 98-480, FY 1988)

South Carolina State Library
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TABLE OF CONTENTS

Chapter		Page
I.	Introduction	1
	Purpose	1
	Evolution of the Long-Range Program	2
	Dissemination of Information	4
	Coordination of Programs	5
II.	The Library Public	6
	The Disadvantaged	7
	The Illiterate	9
	The Blind and Physically Handicapped	11
	Persons with Limited English-Speaking Ability	11
	The Elderly	12
	The Institutionalized	12
III.	South Carolina's Libraries and Their Needs	14
	The South Carolina State Library	14
	Public Libraries	18
	Major Urban Resource Libraries	22
	Institutional Libraries	22
	Academic Libraries	24
	TEC Learning Resource Centers	25
	School Library Media Centers	27
	Special Libraries	30
	Library Education	31
	Cooperation and Networking	32
IV.	Criteria, Priorities, and Procedures	34
	A. Title I. Library Service	34
	1. Adequacy of State Library Services	34
	2. Adequacy of Public Library Services	34
	3. Adequacy of Services to the Blind and Physically Handicapped	35
	4. Adequacy of State Institutional Services	35
	5. Adequacy of Major Urban Resource Libraries	36
	6. Criteria to Assure Priority for Low-Income Families	37
	7. Criteria to Assure Priority for Persons of Limited English-Speaking Ability	38
	8. Determination of Eligibility for Agency Participation	39
	9. Procedures for Application and Approval of Projects	39
	10. Evaluation	41

Chapter		Page
	B. Title II. Construction	42
	1. Criteria for Determining the Adequacy of Library Buildings	42
	2. Criteria for Participation in LSCA Grant Funding	42
	3. Compliance with State and Federal Legislation	43
	4. Applications and Procedures	44
	5. Priorities for Grant Awards	45
	6. Amount of Grants	45
	7. Appeal of Decisions	47
	C. Title III. Interlibrary Cooperation	47
	1. Priorities	47
	2. Determination of Eligibility for Agency Participation	48
	3. Evaluation	48
V.	Goals, Objectives, and Implementation	50
	Goal I. To strengthen the State Library agency for the purpose of providing statewide library leadership and services.	50
	Objective 1. To enhance the administrative, planning, and support capabilities required for statewide library development.	50
	Objective 2. To provide a comprehensive collection of materials necessary to meet the Library's responsibilities as the central information resource for libraries of the state, as well as State government.	51
	Objective 3. To provide consultant services for public, institutional, and other libraries of South Carolina.	52
	Objective 4. To centralize at the State level programs and functions which cannot be handled economically or effectively by individual libraries.	53
	Goal II. To expand and improve public library services throughout the state, providing access for every resident, so as to further the educational, vocational, economic, and cultural enrichment of all citizens.	55
	Objective 1. To develop equitable and sufficient financial support for library services from local, state, federal and other funds.	55

Page

Objective 2. To provide incentive grants to public libraries for services and activities which support state and LSCA priorities, including personnel, collection development, and equipment. 55

Objective 3. To extend public library service to special constituencies, including the disadvantaged, the elderly, the illiterate, the unserved, and patrons of Limited English-speaking ability. 56

Objective 4. To encourage provision of public library facilities adequate in space, design, and access to meet the needs of the community. 58

Goal III. To extend and improve library services to special clientele: the institutionalized and physically handicapped. 58

Objective 1. To promote the establishment and development of institutional library service capable of supporting treatment, education, and rehabilitation programs in state-supported institutions. 58

Objective 2. To provide special programs of library service for visually and physically handicapped residents. 60

Goal IV. To facilitate optimum utilization of South Carolina's total library resources by means of cooperation and reciprocal activities among libraries of all types and at all levels. 62

Objective 1. To provide interlibrary loan and reference services from the State Library. 62

Objective 2. To provide bibliographic access to major library collections in the state. 64

Objective 3. To provide continuing education opportunities. 65

I. INTRODUCTION

PURPOSE

The South Carolina State Library has prepared this document as a requirement of the Library Services and Construction Act, as amended by P.L. 98-480.

> *It is the purpose of the Library Services and Construction Act to assist in the extension and improvement of public library services to areas and populations which are without such services or to which such services are inadequate and to assist Indian tribes in planning and developing library services to meet their needs. It is the further purpose of this Act to assist with (1) public library construction and renovation; (2) improving State and local public library services for older Americans, and for handicapped, institutionalized, and other disadvantaged individuals; (3) strengthening State library administrative agencies; (4) promoting interlibrary cooperation and resource sharing among all types of libraries; (5) strengthening major urban resource libraries; and (6) increasing the capacity of libraries to keep up with rapidly changing information technology.*

The LSCA Amendments of 1984 has six titles. They are:

Title I - Library Services
Title II - Public Library Construction
Title III - Interlibrary Cooperation and Resource Sharing
Title IV - Library Services for Indian Tribes
Title V - Foreign Language Materials Acquisition
Title VI - Library Literacy Programs

Titles IV, V, and VI are directly administered by the U.S. Department of Education. Therefore, they will not be discussed in this plan or in the Annual Program. Use of funds for Titles I, II, and III are described below:

LSCA Title I (Library Services) funds are to be used for:

(1) the extension of public library services to areas and populations without such services and the improvement of such services to areas and populations to ensure that such services are adequate to meet user needs and to make library services accessible to individuals who, by reason of distance, residence, handicap, age, literacy level, or other disadvantage, are unable to receive the benefits of public library services regularly made available to the public;

(2) adapting public library services to meet particular needs of individuals within the States;

(3) assisting libraries to serve as community information referral centers;

(4) assisting libraries in providing literacy programs for adults and school dropouts in cooperation with other agencies and organizations, if appropriate;

(5) strengthening State library administrative agencies; and

(6) strengthening major urban resource libraries.

LSCA Title II (Public Library Construction) funds are to be used for the construction of new buildings and acquisition, expansion, remodeling, and alteration of existing buildings, and initial equipment of any such buildings, or any combination of such activities (including architects' fees and the cost of acquisition of land). Such term includes remodeling to meet standards under the Act of August 12, 1968, commonly known as the 'Architectural Barriers Act of 1968', remodeling designed to conserve energy, renovation or remodeling to accommodate new technologies, and the purchase of existing historic buildings for conversion to public libraries.

LSCA Title III (Interlibrary Cooperation and Resource Sharing) funds are to be used for:

(1) planning for, and taking other steps leading to the development of, cooperative library networks; and

(2) establishing, expanding, and operating local, regional, and interstate cooperative networks of libraries, which provide for the systematic and effective coordination of the resources of school, public, academic, and special libraries and information centers for improved supplementary services for the special clientele served by each type of library or center.

In addition to meeting the requirements of Public Law 98-480, this document serves as a basic statement summarizing the objectives, policies, and procedures undertaken for the improvement of library services in South Carolina, particularly for those assisted by the Library Services and Construction Act, and provides a guide for libraries wishing to participate in the LSCA program. In planning for statewide library development federally funded and state funded activities are closely related since both are directed toward the improvement of library services. Therefore this document also serves as a general state planning document for library development in South Carolina.

EVOLUTION OF THE LONG-RANGE PROGRAM

The South Carolina Program for Library Development has evolved to meet the changing priorities of the Library Services and Construction Act and the needs of the people of South Carolina. While many of the earlier goals, such as countywide library service in all forty-six counties, have been met, much remains to be done. As will be noted later, deficiencies in basics such as collections, buildings, and personnel are still with us. It is the challenge of all libraries to plan programs to meet the needs of their patrons.

The role of the librarian has changed dramatically since the passage in 1956 of the Library Services Act. As we continue on the path to an information society, librarians cannot afford to ignore the revolutionary changes around them. As Alliance for Excellence so eloquently stated:

> *Without question, librarians - those in public libraries, large and small, those at colleges and universities, those in schools, those in fast-growing facilities in business, industry, and the professions - must now take the initiative. They must reach more vigorously for their fair share of public attention and support; they must shake off invisibility and neutrality; they must be far more dynamic than is their custom. They must become stronger leaders.*

This document, the Annual Program, and subsequent plans will seek to secure for libraries a place in the Learning Society envisioned by Alliance for Excellence.

The LSCA Advisory Council meets quarterly to discuss priorities and how current projects are meeting them. Comments are compiled and considered in the development of the Long-Range Plan and the Annual Program. Prior to the submission of the Long-Range Plan the Advisory Council has the opportunity to make additional comments. At each meeting of the Council one aspect of the State Library's program is highlighted to present a more thorough picture of library service in South Carolina. Plans for FY 88 and FY 89 are:

October 1987	Children's Services
January 1988	Public Relations
April 1988	Service to State Government
July 1988	Construction
October 1988	Planning
January 1989	South Carolina Library Network
April 1989	Blind and Physically Handicapped
July 1989	Literacy

The State Library Board meets six times per year. Copies of all LSCA documents are distributed to Board members. The State Library Director in her monthly reports keeps the Board informed of developments in the LSCA program. More detailed reports are made at Board meetings when appropriate. A member of the Board serves ex-officio on the LSCA Advisory Council.

The Association of Public Library Administrators is an organization composed of directors of the state's public libraries. At their quarterly meetings the State Library reports on LSCA activities and solicits comments about the future direction of LSCA planning.

Since 1980 the Task Force on Library Automation and Networking has been meeting regularly to provide input to the State Library on the future of networking in South Carolina. Members assisted with the development of the RFP for the 1981 network feasibility study. In FY 84 and FY 85 they served

as an important resource as the State Library developed plans for a statewide library network. In FY 87 they began exploring the method of developing a statewide union list of serials. The feasibility of additional school library participation in the network will also be explored. The original purpose of the Task Force has diminished as the network has evolved. During FY 88 the need for continuing the Task Force will be examined.

DISSEMINATION OF INFORMATION

Library Services and Construction Act documents are published and distributed according to LSCA guidelines and EDGAR.

1. Long-Range Program

   Discussions of the proposed program are held with the State Library Board, the LSCA Advisory Council, the Association of Public Library Administrators, and the Task Force on Library Automation and Networking.

   Copies of the original documents and the annual revisions are distributed to each public library system in the state, to major academic libraries, to State Documents Depository Libraries, to members of the LSCA Advisory Council, to members of the State Library Board, and to selected state officials. A recorded version is available from the Library for the Blind and Physically Handicapped.

   Announcements of the document's availability are made in News for South Carolina Libraries.

   Copies of the program are sent to selected state library agencies and library schools and to others by request. The document is supplied to the Educational Research Information Center (ERIC) for reproduction on microfiche.

2. Annual Program

   Discussions of the proposed program are held with the State Library Board, the LSCA Advisory Council, the Association of Public Library Administrators, and the Task Force on Library Automation and Networking.

   The Annual Program is distributed to all agencies and individuals receiving the long-range program.

   Announcements of projects are mailed directly to all libraries eligible to apply and publicized in News for South Carolina Libraries.

3. Evaluation

   A narrative summary of LSCA funded activities is distributed to all agencies and individuals receiving the long-range program. Project evaluations and the evaluation prepared for the U. S. Department of Education are available for inspection at the State Library.

COORDINATION OF PROGRAMS

The Governor's Grants Services Division forwards to the State Library for comment applications for federal assistance for library programs by the academic libraries in the state. The Task Force on Library Automation and Networking serves as a vehicle to coordinate efforts in providing library services statewide without unnecessary duplication.

II. THE LIBRARY PUBLIC

Demographic changes noted in the 1983 Long-Range Plan have continued. At that time newly released 1980 census figures were used. The population of 3,121,820 grew 20.4% over the 1970 census. Projections for 1990 indicate a population of 3,770,000, an increase of 17.2%. Eight counties show a projected growth of over 20%.

Dorchester	34.4%
Berkeley	31.6%
Lexington	28.1%
Horry	27.4%
Pickens	25.5%
Beaufort	22.6%
Anderson	21.7%
York	20.9%

The 1983 Long-Range Plan reported that the racial makeup of South Carolinians had not changed significantly from 1970-1980. Current projections would indicate a slight percentage increase in the Black population by 1990.

The 1980 census shows an older South Carolina population. The median age of the population in 1980 was 28.2 years compared to 24.8 in 1970. In 1980 the elderly (over 65) accounted for 9.2% of the total population. A 44.6% increase is expected in the elderly population between 1980 and 1990. At that time the elderly will account for 11% of the State population.

A significant factor to consider when determining a community's library needs is the educational level of its citizens. There has been a gradual increase in the educational attainment of South Carolinians in recent years. In 1970 the median years of school completed was 10.5 years. By 1980 this total had risen to 12.1 years. The years ahead appear promising. In June 1984 the General Assembly passed and the Governor signed the South Carolina Education Improvement Act of 1984 (EIA). A one-cent sales tax was authorized to fund elementary and secondary educational improvements. The act provides new standards that are comprehensive in scope. Test scores continue to rise. Refinements continue to be made to ensure that EIA goals remain viable.

In FY 86 over 605,175 children were enrolled in 1,120 public schools, while another 50,150 children attended 493 private schools (7.6% of total). There are 64 institutions of higher education in South Carolina. The public sector includes two comprehensive universities, a health science center, nine senior colleges (including three University branches), five two-year University branches, and 16 two-year technical colleges. The private sector includes 20 senior colleges, a theological seminary, and 10 junior colleges. Total degree-credit enrollment in all of these institutions in fall, 1986 was 177,601; of these, 143,010 were enrolled in public institutions.

The 3.1 million residents of South Carolina have a variety of library needs. Access to information and ideas is important to all, whether adult or child, businessman or student, government worker or unemployed. Within

the population there are large numbers of individuals who can and do use libraries for information, education, research, cultural, and recreational purposes. Nationally, about 58% of the population visit libraries in a year. 41% of South Carolina's population have a library card. But there are other groups and individuals who are prevented from using library services as they are traditionally delivered because of such things as architectural barriers, low income, lack of transportation, or educational limitations. These individuals have the same informational needs as the general population but need help in overcoming the physical, geographical, economic, or ethnic barriers that deny them the knowledge, pleasure, and experiences available through a library.

The ultimate goal of the South Carolina Library Program is to provide adequate library service for all and the basic approach is to strengthen the resources and services of public and institutional libraries across the state. The State Library has identified six user groups which require special services or special delivery systems to assure equal opportunity of access to the resources available to other South Carolinians.

THE DISADVANTAGED

Economically disadvantaged South Carolinians are located throughout the state. Two of the primary indicators of economic activity are total personal income and per capita personal income. South Carolina's total personal income in 1986 was $11,096 per capita - 77% of the national average. The 1980 census indicated that 483,118 persons, 15% of South Carolina's population was living in poverty. Of 812,028 families, 100,073 or 12.4% had incomes below the poverty level.

Other indicators of poverty are:

(1) In FY 86 54% of public school lunches served were free or reduced in price; 89% of all breakfasts were also free or reduced in price.

(2) In FY 86 the Department of Social Services reported an average 45,362 cases per month under Aid to Families with Dependent Children. This figure included 127,683 persons, 89,045 of whom were children.

(3) The Department of Social Services reported an average 118,874 households receiving food stamps (347,562 individuals) in FY 86 per month. In FY 84 South Carolina ranked sixth nationally in food stamp recipients per 1,000 population.

(4) The South Carolina Employment Security Commission estimates that unemployment for June 1987 was 5.9% or 97,600 jobless individuals. This compares with the national average of 6.1%. While unemployment is down there are still many communities with high levels of unemployment, particularly textile centers. Three counties still report an unemployment rate in double digits.

The State Library traditionally has defined disadvantaged in relationship to income (see above). Income usually is a deciding factor in determining disadvantaged status. A broader view of the disadvantaged community is envisioned in this plan.

> LSCA Regulations define disadvantaged persons as those "whose socio-economic or educational deprivation or whose cultural isolation from the general community may preclude them from benefitting from public library services to the same extent as the general community benefits from these services.
>
> Section 101(1) of P.L. 98-480 broadens the definition of disadvantaged further by stating Title I grants may be used *"for the extension of public library services to areas and populations without such services and the improvement of such services to areas and populations to ensure that such services are adequate to meet user needs and to make library services accessible to individuals who, by reason of distance, residence, handicap, age, literacy level, or other disadvantage, are unable to receive the benefits of public library services regularly made available to the public."*
>
> (emphasis added)

The South Carolina State Library believes that basic library service needs -- information, education, and recreation -- are the same for all groups, but the methods of delivering these services must be tailored to meet the special needs of each group.

For those who are economically disadvantaged public libraries must attempt to:

(1) Extend library service to that segment of the urban and rural population which because of economic, cultural, social, and educational handicaps are not users of the public library. Special priority must be given to areas with high concentrations of low-income families.

(2) Inform library trustees and staff of the special service needs of the disadvantaged population.

(3) Make service to the disadvantaged an integral part of public library service.

To this end the library must be concerned with making library services accessible, providing materials in appropriate formats, and conducting public awareness programs to interpret the benefits of good library service. It has been demonstrated that the geographically isolated, the educationally and culturally deprived, and the financially disadvantaged do not make full use of library service. Particular needs are in the areas of vocational training, improving job skills, and general educational improvement.

In an effort to reach those who are rurally isolated and disadvantaged the State Library will continue its successful program of assisting libraries in the replacement of worn bookmobiles as needed with LSCA funding. A requirement of libraries to receive State Aid is "... an accepted plan (bookmobile, branches, stations, etc.) for the distribution and use of books throughout the service area." This requirement assures access to those rurally isolated from population centers.

Libraries have used many innovative ways of identifying and serving the disadvantaged, including outreach services to nursing homes, senior citizen centers, day care programs, and local correctional facilities, among others. By sharing information about successes and/or failures in these areas, libraries will be able to decide which segments of their population to target. The State Library functions as a clearinghouse for this information. Coordination of services with other service providers is essential.

A long-term goal is to increase library usage among the disadvantaged to the state average of 41%. This will be a slow process with progress being measured a few percentage points at a time. No statistics are kept on disadvantaged users, but it is estimated that less than 10% of their number are public library users.

THE ILLITERATE

Although a single definition of literacy does not exist, functional literacy is generally understood to be the ability to read, write, speak, listen, compute and solve problems in situations that confront adults in everyday life. The literacy skills necessary to function today are considerably higher than those needed only ten years ago. This need for greater literacy skills will likely accelerate, leaving those without essential skills even further behind.

Illiterate and functionally illiterate South Carolinians are located throughout the state. Using indicators such as the number of persons 18 years and over with less than a 5th grade education (126,402) and the number of persons 25 years and over with 8 years or less education (445,652), populations are targeted for library service programs to address the literacy needs of the family, of young adults, of rural residents, and of people with limited English-speaking ability.

South Carolina ranks third nationally with 2.3% of all persons over 15 years of age unable to read at all. Each year this number grows as immigrants, refugees, school dropouts and pushouts join the rank of the illiterate. In 1984-85, 9,659 school age dropouts occurred in South Carolina.

Other indicators of illiteracy are:

(1) 61% of all AFDC adults have less than a high school education

(2) 15% of the workforce is functionally illiterate (Governor's Task Force on Adult Illiteracy, Minnesota)

(3) 40% of adults earning less than $5,000 a year are functionally illiterate (Governor's Task force on Adult Illiteracy, Minnesota)

(4) 44% of Blacks 18 years and older (nationally) are illiterate. This translates to over 242,000 South Carolinians.

(5) 20% of all college freshmen in the Southeast were enrolled in remedial reading courses in 1983-84 (The Urban Libraries Exchange).

The South Carolina State Library believes that basic library service needs -- information, education, and recreation -- are the same for all groups, but the methods of delivering these services must be tailored to meet the special needs of each group.

For those who are illiterate and functionally illiterate public libraries must attempt to:

(1) Extend library service to that segment of the urban and rural population which because of economic, cultural, social, and educational handicaps are not users of the public library. Special priority must be given to areas with high concentrations of illiterate and functionally illiterate families.

(2) Inform library trustees and staff of the special service needs of the illiterate and functionally illiterate

(3) Make service to the illiterate and functionally illiterate an integral part of public library service.

To this end the library must be concerned with making library services accessible, providing materials in appropriate formats, and conducting public awareness programs to interpret the benefits of good library service. It has been demonstrated that the geographically isolated, the educationally and culturally deprived, and the financially disadvantaged do not make full use of library service. Particular needs are in the areas of vocational training, improving job skills, and general education improvement.

Public libraries provide ideal outlets for serving the illiterate and functionally illiterate. These services involve the identification of appropriate literacy materials, the development of computer assisted literacy services, the provision of space for one-to-one tutoring, the promotion of the awareness of the special needs of the illiterate and functionally illiterate as well as the services provided by various community organizations.

By sharing information about successes and/or failures, libraries will be able to decide which segments of their population to target. The State Library functions as a clearinghouse for this information. Coordination of services with other service providers is essential.

A long-term goal is to increase usage among the illiterate and functionally illiterate to the state average of 41%. This will be a slow

process with progress being measured a few percentage points at a time. No statistics are kept on illiterate and functionally illiterate users, but it is estimated that less than 5% of their number are public library users.

THE BLIND AND PHYSICALLY HANDICAPPED

The Library of Congress' National Library Service for the Blind and Physically Handicapped (NLSBPH) estimates that 1.4% of each state's population is eligible for library services to the blind and physically handicapped; an estimated 43,705 South Carolinians are eligible. These persons are scattered throughout the state. Some 9,414 South Carolinians received service from the South Carolina State Library, Department for the Blind and Physically Handicapped in FY 87. At the end of the year 17% of those potentially eligible were registered. The goal is also to reach 41% of those eligible.

Even though this program is over fifty years old the public is generally unaware of it. The Library of Congress has produced public service announcements for radio and television which have been used quite successfully in the past in South Carolina. A major push was begun to promote this service in FY 87. Even without publicity the number of readers has continued to grow. Public relations will be emphasized in FY 88.

The State Library moved its Library for the Blind and Physically Handicapped in November 1986 to the Columbia Mill Complex which also houses the South Carolina State Museum, the State Tax Commission, and the Columbia Tourist and Convention Bureau. This totally accessible area of 26,686 sq. ft. will enable the library to expand its programs. An in-house recording program will be possible for the first time. The next major project will be the development of a "formal" volunteer program. To date volunteers have been used on an ad hoc basis.

Public library service to the handicapped is uneven. All public libraries comply with Section 504 of the Rehabilitation Act of 1973. Recent Title II construction grants have increased the number of libraries that are barrier free. Four libraries offer TDD service for the deaf, while five have small talking book collections. Most libraries have large print collections.

PERSONS WITH LIMITED ENGLISH SPEAKING ABILITY

The State Library conducted a needs assessment in early 1975 to locate non-English speaking persons after the Education Amendments of 1974 established service to persons of limited English-speaking ability as a new target priority for LSCA. No high concentrations of this group were found, only small groups. The 1980 census verifies this. Only 46,080 were counted in the entire state. Europe is the homeland of most foreign born residents, but the percentage of Asians is increasing.

Because of the number of languages, the relatively small number of persons speaking each, the geographical spread of these people, and the fact that many are bilingual, the State Library has chosen not to treat service to those with limited English-speaking ability as a priority. A central collection of materials is maintained by the Charleston County Library and is available on interlibrary loan. However no additional LSCA funds will be devoted for this purpose. Service needs are being met adequately at the local level.

THE ELDERLY

There were 287,328 South Carolinians who were 65 years of age or older in 1980, 9.2% of the population. The projection for 1990 is for 415,480 in this category, 11% of the population. This rate will continue to increase as birth rates decline and medical advances increase our longevity.

One of the major problems affecting the elderly is income. Most people in this age group are living on a fixed income. Inflation in recent years has increased at a faster rate than pension income. The fact that 69,735 or 24.2% of South Carolinians over 65 are living below the poverty level attests to this. The majority of older South Carolinians are living in a family setting. However, this number is declining. In 1980 67.4% were living with family members compared to 71.3% in 1970. The number of elderly people living alone increased 76% to 76,527.

Although older citizens do not fit any stereotypical image, many do have special problems caused by physical conditions, generally lower educational attainment, decreased mobility, or economic restraints. Yet the older person's need for information and recreation remain. Libraries in South Carolina have experimented with new methods to reach this group. Using innovative techniques and programs along with traditional library materials and services should enable libraries to meet the varied informational needs of this growing population. Libraries need to work with area agencies on aging to coordinate programs to provide maximum benefit for available dollars.

Retired persons in ever growing numbers are choosing South Carolina as a place to spend their leisure years. Modern Maturity magazine has ranked South Carolina as the third most desirable state for retirement.

THE INSTITUTIONALIZED

There are over 21,000 South Carolinians residing in state-supported institutions. Included in this number are adult and juvenile prisoners, the mentally ill, the mentally retarded, the physically handicapped, blind and deaf students, and those addicted to alcohol and drugs. For varying reasons this segment of the population requires special care, education, and treatment in an institutionalized setting. Despite all attempts to mainstream residents of institutions, the population still grows. In 1970 there were 18,000 living in a residential setting. Mental health and mental retardation

have made great strides to reduce their populations, but South Carolina leads the nation in rate of incarceration in prisons. Longer sentences and a court order on overcrowding have increased the numbers in adult correctional institutions.

Since the institutional library is the only library available to residents, it must serve as school, public, and special library to its clientele. The library may be the only place where residents feel free of restraint, a sort of "neutral ground", where they have perhaps the last freedom left to them - the right to read a book of their choice, to listen to a favorite recording, to maintain some contact with the outside world.

However, the primary function of any institutional library is to support the institution's total program of rehabilitation and therapy. Education and recreation are significant therapeutic and rehabilitative activities. In the provision of materials and guidance in their use, institutional libraries and librarians contribute to the individual's welfare within the framework of the institution's program.

III. SOUTH CAROLINA'S LIBRARIES AND THEIR NEEDS

Since the South Carolina State Program for Library Development was first issued in 1972, the state's libraries - collectively and individually - have recorded notable growth in resources, services, and funding. Many of the objectives projected then have been achieved or surpassed. Yet technological, educational, and social changes have been more rapid than library progress. Greater public expectations and higher performance standards require libraries to strive ever harder to meet service goals. The greatly increased volume of published materials and the proliferation of media forms have added substantially to the number of titles and formats each library must purchase or have access to in order to meet the needs of its users. Advances in computer technology and automation offer opportunities to improve services by application to library operations while creating problems relating to funding, cooperation, and privacy rights. Inflation, the expansion of government services and costs, and the increased competition for fewer public dollars have put libraries under increasing economic pressures. Within the context of these common problems, each type of library has its own difficulties and needs.

THE SOUTH CAROLINA STATE LIBRARY

The South Carolina State Library is an independent agency which is governed by a board of directors consisting of seven members, one from each congressional district and one from the state-at-large. Board members are appointed by the Governor for terms of five years. The State Library was created by Legislative Act No. 464, 1969. This act provided for the reestablishment of the former South Carolina State Library Board as the new State Library and expanded its responsibilities to include all the duties of a general state library. Code of Laws of South Carolina, 1976, Title 60 was revised in 1985 to bring all existing state library authorizations together.

The South Carolina State Library is charged with the development and extension of library services throughout the State. The State Library is responsible for executing the library policy for the State and shall: (a) provide leadership and guidance for the planning and coordinated development of adequate library service for the people of the State; (b) maintain appropriate collections of library materials in any format considered necessary to supplement the collections of other libraries in the State and to meet the research and informational needs of the General Assembly, state officers and agencies, and state government employees; (c) increase the proficiency of library personnel through provision of in-service and continuing education programs for library personnel employed in the State; (d) provide for the citizens of the State specialized library services and materials not generally appropriate, economical, or available in other libraries of the State; (e) organize a system of depository libraries for state publications to ensure that the publications are readily accessible to the citizens of the State; (f) serve as a depository for federal publications and coordinate a state plan for federal documents depository libraries; (g) collect, compile, and publish statistics and information concerning the operation of libraries in the state and maintain a clearinghouse of information, data,

and materials in the field of library and information science; (h) coordinate library services of the State with other educational agencies and services to increase effectiveness and reduce duplication; and (i) carry out other activities authorized by state or federal law for the development of library and information services.

In order to meet its statutory obligations the State Library has adopted the following mission statement and goals (revised August 1987).

South Carolina State Library

Mission Statement

The mission of the South Carolina State Library is to serve the educational, informational, cultural and recreational needs of the people of South Carolina. It strives to improve library services throughout the state and to ensure that all citizens have access to library and information resources adequate to meet their individual needs.

To carry out its mission, the State Library studies the information needs of the people of the state; establishes policies and standards for library services; develops plans for the continued improvement of services; assists libraries in implementing services and programs to meet user needs; and provides specialized library services and materials not generally appropriate, economical, or available in other libraries. The State Library is an advocate for all types of libraries, working for state and federal legislation favorable to library development and for local, state, and federal funding for libraries.

The State Library is charged with administering and implementing the library programs authorized in the South Carolina Code of Laws (Title 60 Chapter 1) and in the federal Library Services and Construction Act (P.L. 84-597 as amended). To meet the needs of the people of the state and to carry out its responsibilities under state and federal law, the State Library has established the ten basic, continuing goals stated below. The goals are supplemented by specific objectives developed annually by each department of the library.

Goals

1. To improve the quality and effectiveness of library services in South Carolina.

2. To provide technical assistance and support services to the public and state institutional libraries of the state in order that they may better serve all of the residents of South Carolina.

3. To supplement the resources of other libraries in the state by maintaining appropriate collections of library materials and information sources and by providing research, interlibrary loan, and bibliographic services.

4. To provide research, loan, and reference services to meet the information needs of the General Assembly, state officers and agencies, and state government employees.

5. To stimulate cooperation and resource sharing among all types of libraries in order to provide the widest possible access to the library and information resources of the state.

6. To provide library services to visually and physically handicapped readers in the state and to assist libraries in developing outreach programs to serve other groups with special needs: the handicapped, the educationally deprived, those with limited English-speaking ability, the culturally disadvantaged, and the elderly.

7. To strengthen the performance of library staff and trustees by means of continuing education, the certification of public librarians, and support for professional library organizations.

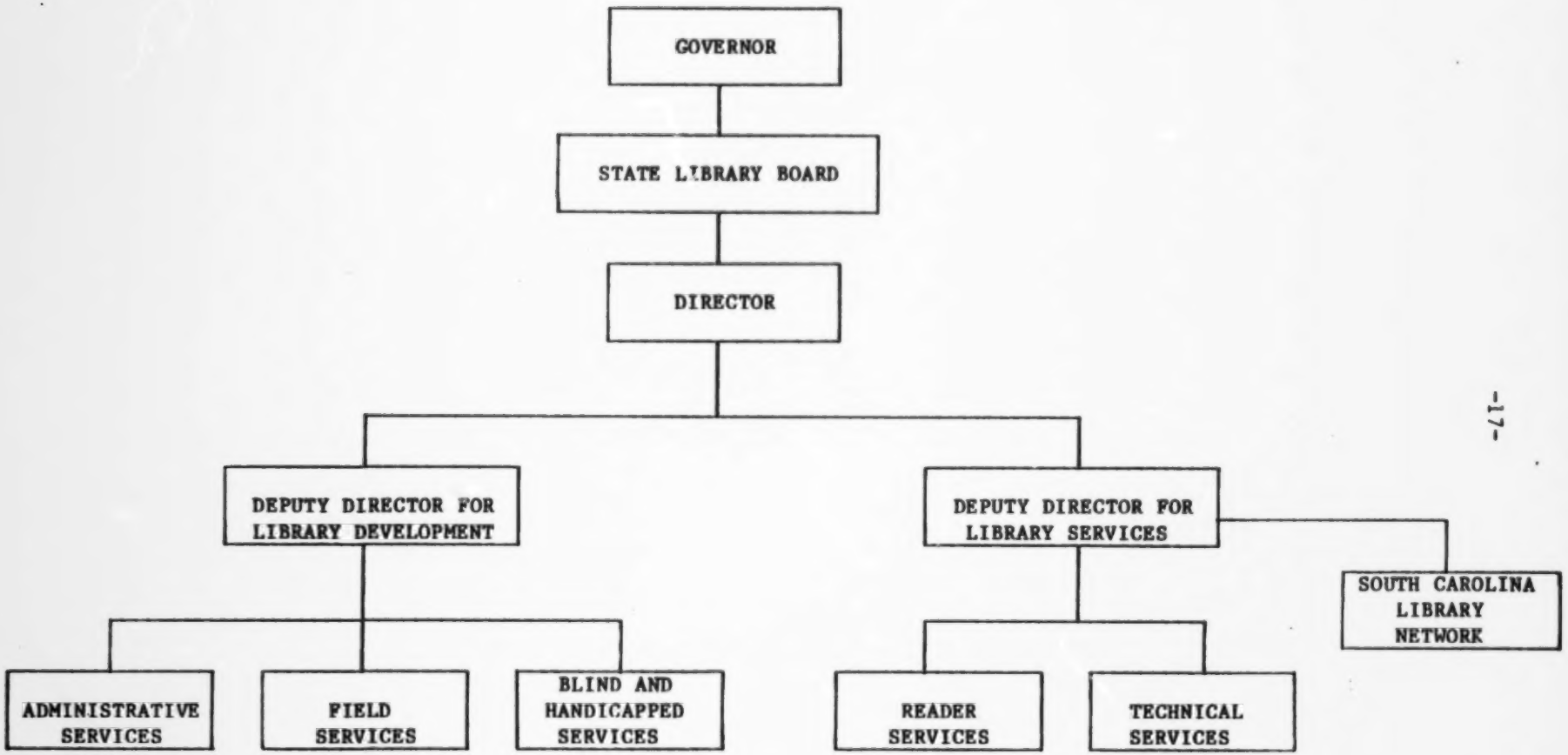
8. To promote awareness of library services available to the public; to encourage the use of libraries by individuals, groups and agencies; to represent library interests and needs to local, state, and national officials.

9. To work with libraries, educational agencies, and service organizations to promote reading and lifelong education for all South Carolinians and to cooperate in developing and carrying out programs to combat illiteracy in the state.

10. To support the right to read and freedom of information for all and to protect each library user's right to privacy.

The State Library has a full-time staff of fifty, including twenty-two professional librarians. The budget of the State Library includes state funds and LSCA funds. The decade of the '80's has been a time of uncertainty. Will LSCA be funded? If so, at what level? The State has experienced shortfalls in revenue necessitating little real growth. Federal mandates to improve conditions in corrections and mental health institutions have required major financial commitments in those areas. The State Library has been fairly successful in recent years in conveying its needs to the General Assembly in these lean times. Increases have been received in State Aid, the book budget, network services, and in service for the blind and physically handicapped. However, if the State Library is to grow it must receive a greater financial stake from the state.

SOUTH CAROLINA STATE LIBRARY



PUBLIC LIBRARIES

"The General Assembly finds that county public libraries make a substantial contribution to the education and recreation of the residents of the State and merit the continuen interest and support of State and local government."

Act 564, 1978

By Act 564 the South Carolina General Assembly mandated countywide public library service. Passed as an amendment to the Home Rule Act, Act 564 replaced the individual enabling acts by which all county libraries had been established previously. Provisions of this legislation required county councils to provide public library service on a uniform basis. The forty-sixth county had established its public library one year prior to the enactment of Act 564. Where the county is so small that adequate library service would be difficult to achieve, Act 564 allows for regional systems to be established. Four such multi-county systems are in existence with eleven members. Thirty-five counties operate as single county libraries. Public library service is provided by:

46 main libraries
117 branch libraries/stations
36 bookmobiles

Funding for county libraries comes primarily from local, state, and federal sources. Gifts, except for capital improvements, account for less than 1% of public library support. In FY 87 84% of public library funding came from county appropriations or millage, 14% from State Aid, and 2% from federal aid for operating costs.

FY 87
Public Library Support
(excludes capital outlay)

In FY 87, total public library income exceeded $22 million; approximately $6.88 per capita. The range for local support was from $13.27 in Richland to $2.05 in Williamsburg County. Greenville with $10.21 was the only other library breaking the $10.00 mark. Local support averaged $6.46 per capita.

Over a decade ago the National Commission on Libraries and Information Service issued a report entitled National Inventory on Library Needs, 1975. At that time it was assumed that to provide adequate public library service the following levels of support were needed:

$9 per capita for up to 150,000 population
$10 per capita for libraries serving between 150,000 and 500,000
$11 per capita for libraries serving over 500,000

Only two South Carolina libraries meet these levels. It must be remembered that these are not current standards, but standards a decade old. Such standards are arbitrary and do not reflect local conditions, such as economies of countywide service vs. numerous municipal libraries. For most libraries a realistic goal to reach by FY 90 would be $9 per capita. Some counties' local support is so low such a goal cannot be set. All that can be hoped for is steady improvement. The elimination of General Revenue Sharing had had an adverse effect on local library budgets.

Ever since 1943 the State Library has provided State Aid to public libraries that qualified. It began with each county library receiving the same amount. In FY 68 the formula was changed to per capita. The long-range goal of raising State Aid to 25% of public library financing remains. A request will be made to restore State Aid to $1.00 per capita. Since reaching $1.00 per capita in FY 85, State Aid has been reduced each year due to budget cuts. The State Library will also request that a base grant of $10,000 per county be added to the State Aid package in FY 89. It is believed this base grant will help equalize services statewide. The base grant would not be counted in the 60/40 ratio of local/state funds.

State Aid
FY 43 - FY 88

Years	Basis	Total Allocation
1942 - 1943	$200 per county	$ 8,100
1943 - 1948	$300 per county	$ 13,800
1948 - 1952	$1,000 per county	$ 46,000
1952 - 1967	$1,500 per county	$ 69,000
1967 - 1972	20¢ per capita	$ 518,103
1972 - 1973	25¢ per capita	$ 647,629
1973 - 1978	35¢ per capita	$ 906,681
1979 - 1980	50¢ per capita	$1,295,258
1980 - 1981	75¢ per capita (1970 census)	$1,942,887
1981 - 1982	73.3¢ per capita*(1980 census)	$2,288,173
1982 - 1983	71¢ per capita*	$2,214,637
1983 - 1984	75¢ per capita	$2,339,406
1984 - 1985	$1.00 per capita	$3,121,820

Years	Basis	Total Allocation
1985 - 1986	97.5¢ per capita**	$3,059,384
1986 - 1987	96.1¢ per capita**	$3,001,246
1987 - 1988	95.1¢ per capita**	$2,969,475

*Midyear budget cuts due to the statewide recession reduced State Aid for 1981-82 and 1982-83 below the appropriated 75¢ per capita level.

**Budget cuts reduced State Aid for 1985-86, 1986-87, and 1987-88 below the $1.00 per capita level.

Two of the most pressing needs of all public libraries are additional staff and materials. For some libraries a third need is space. Each of these concerns will be discussed.

(1) Personnel

While expenditures for personal service account for more than two-thirds of most public library budgets, inadequate financial support prevents librarie· from developing staff levels needed to provide adequate service. Some libraries have had no increase in staff size in years. Despite overall significant increases in recent years, South Carolina's public libraries do not measure well by national standards of one professional staff member for every 6,000 people served. Using this standard South Carolina's public libraries should have 520 professional librarians. Currently 164 professional librarians are employed in South Carolina public libraries. This puts them 137 below state standards which call for 297 professionals. A total of 42 pre-professionals are employed. The interim goal will be to add five professionals, matched by an equal number of support staff, each year. Low salary levels are also a problem in recruiting and retaining staff. Recent increases in school library salaries are causing some staff members to leave public libraries.

It is also important to upgrade the skills of current staff if they are to perform efficiently and effectively. This is doubly important in light of the changes automation is making in libraries. Continuing education opportunities, at all levels, must be made available as often as possible. A continuing program of workshops, institutes, and training sessions must be carried out in-state, and out-of-state opportunities should be utilized for professional staff and trustees. The State Library is seeking state funding in FY 89 for continuing education.

(2) Library Materials

The cost of library materials is increasing; materials budgets are not keeping pace. In FY 87 public libraries owned 1.51 books per capita. The State Library has established a state goal of two books per capita.

As libraries automate they are inventorying their collections and weeding worn and outdated materials. Libraries are also weeding when receiving LSCA collection development grants. At the end of FY 87 public libraries would need to add 1,545,289 books to reach the state goal. It would take an additional 4,667,109 to reach the national goal of three books per capita. Four counties own less than one book per capita. The median amount spent for books in FY 87 was an appallingly low 87¢ per capita.

Periodical collections have increased in size in recent years due in part to LSCA grants. Price increases, if unchecked, will see periodicals consuming a larger percentage of materials budgets. According to the U.S. Periodical Index for 1986 prices increased 8.9% over 1985. The report covered 3,731 titles. The average price of a periodical in 1986 is $65.00. In FY 86 the U.S. Periodical Index continues to outstrip the Consumer Price Index by a wide margin.

A need exists to increase the size of newspaper, audio-visual, recordings, and other media collections, which are generally inadequate.

While libraries still strive to meet the interim goal of two books per capita and basic collections of other media, the achievement of national standards in the foreseeable future seems unrealistic. Therefore, it is imperative that the State Library's interlibrary loan collection be expanded and that intertype library networks be strengthened. The State Library will also need to increase its audio-visual collections to support local programming. State funding for audio-visual acquisitions has been requested in FY 89.

(3) Public Library Construction

Nearly every public library system has a construction need. The following chart indicates building needs as of April 1985. The total of renovation needs is conservative.

South Carolina's Public Libraries
Building Needs - By Congressional District

	Headquarters		Branches		
	New	Enlarged	New	Enlarged	Renovations
1st District	0	5	6	2	0
2nd District	3	1	3	4	3
3rd District	3	4	11	2	27
4th District	0	3	2	5	7
5th District	1	5	3	3	6
6th District	4	3	7	6	7
TOTAL	11	21	32	22	50

MAJOR URBAN RESOURCE LIBRARIES

The population of the City of Columbia has dropped below 100,000 according to 1985 census estimates. Therefore, there will not be a MURL project in FY 88. Since MURL's eligibility is determined by population figures used by the Secretary of Education, grants may be available in years two or three of this plan if this figure changes for the City of Columbia.

INSTITUTIONAL LIBRARIES

Prior to passage of Title IV-A of the Library Services and Construction Act in 1966, only four state institutions had established programs of library service for their residents. With the federal mandate and LSCA funds, the South Carolina State Library encouraged support of institutional libraries. Grants were made on an incentive basis, with institutions required to meet certain minimums of staffing, space, and funding in order to participate. Nine institutions received grants in the first year. State funds were provided by the institutions to hire staff, to develop collections, and to purchase equipment, supplies, and furnishings. In institutions without libraries, space was found or created for the library. In FY 87 there were libraries in 38 state-supported residential institutions serving 22,617 residents.

A great deal of progress has been made in the delivery of library service to institutional residents since 1968, but not one institutional library is able to meet national library standards for its type of institution. However, the lack of staff and funds for materials has not prevented libraries in institutional settings from offering quality programming. Institutional librarians, working with other institutional staff and the institutional consultant of the State Library, have emphasized programming. A catalyst to this effort has been the S. C. Bibliotherapy Discussion Group.

While each institution is different, it does share some similarities with sister institutions:

(1) Insufficient or inadequately trained personnel. No South Carolina institutional library is adequately staffed. Several libraries are staffed by only one person. Adult correctional libraries have made tremendous progress in hiring trained staff (many with the MLS). If institutional librarians are to provide the programs needed to support the educational and therapeutic programs of the institution, it is essential that they have assistance. Continuing education is also a need. Institutional budgets often do not provide for this.

(2) Inadequate materials collections. Print and non-print materials collections are woefully inadequate, both in terms of quantity and quality. Weeding needs to be accomplished in all institutional libraries. With the recent changes in the composition of the populations in several institutions, selection policies need to be re-thought.

(3) Inadequate or indefinite budgets. Not only is the level of funding for institutional libraries low, it is uncertain, sometimes hidden in appropriations for recreation, or education, or contingency. Only one institutional library has a line item in the institutional budget. The ingenuity or persuasiveness of the librarian and/or his or her immediate supervisor often determines the level of expenditure. The availability of LSCA funds has, in many cases, kept institutions from decreasing library support.

Beyond these common problems, some institutional libraries have a unique difficulty which underlies the others.

(4) Non-recognition or non-support by institutional administrators. All too often institutional administrators fail to recognize the potential for education and rehabilitation offered by libraries. For many they are regarded as recreational facilities. Generally they are given a low priority in institutional planning as well as budgeting. In addition, a climate of suspicion or a custody-conscious philosophy on the part of administrators or security personnel often make it difficult for residents to use what library service is available. Several libraries failed to receive LSCA grants in recent years due to lack of support from administrators. The settlement of a law suit against the Department of Corrections has resulted in increased recognition of libraries for adult correctional facilities.

Since the inception of the institutional library program these four factors have contributed to the relatively low profile libraries have in institutions. If libraries are to play an important role in the future of institutions then institutional librarians will have to be more forceful in stating their needs. No longer is it sufficient to say a library is needed. The institutional librarian must be able to document what will happen to the educational and therapeutic programs without library service. Institutions are in a state of transition. It is imperative that libraries be recognized in any reorganization that may take place.

Standards listed in Section IV of this document are useful in some cases, but relatively meaningless in others. Analysis of existing conditions reveal the following:

When assessed by the new national standards for mental health facilities, three of South Carolina's mental hospitals meet those standards for number of volumes, magazines and newspapers; the fourth does not. Other media are available from the State Library. Major deficiencies occur in staffing with none of the hospitals approaching staff standards.

South Carolina has four residential facilities for the mentally retarded. Three of the four meet ALA standards for print media. It has been our experience with the level of clientele in these centers that toys, games, realia, etc. are much more effective in this area than printed materials. That has been the thrust in collection building in recent years. Again staff sizes are below recommended levels.

The South Carolina School for the Deaf appears to meet minimum standards, which are very vague. Schools for youthful (juvenile) offenders have ALA Standards and State Department of Education Standards. Neither school meets national standards for materials or staff. In fact, they do not approach them. They both meet state standards which are substantially lower.

Library service in the Department of Corrections is provided through a centralized library system. The system as a whole does not meet ALA Standards for collection size, being short by 12,000. Other media show a similar deficiency. Each library does have a trained librarian and a security officer, but there is too heavy a reliance on inmate assistants. Standards are not met. Only 53% of the inmate population has access to library service. This number is misleading because of the large number of people in work-release situations where it would not be practicable to offer library service.

In FY 87 institutional librarians continued preparing state standards which will be more realistic. It is hoped that the presence of state standards will be the catalyst for future development. This area will continue to be monitored by the institutional consultant.

ACADEMIC LIBRARIES

There are 64 institutions of higher education in South Carolina. The public sector includes two comprehensive universities, a medical university, nine senior colleges (including three University of South Carolina campuses), five two-year University branches, and 16 technical colleges. The private sector includes 20 senior colleges, one theological seminary, and 10 junior colleges. Total degree-credit enrollment in all of these institutions in fall, 1986, was 143,295 students; of these, 108,704 (81%) were enrolled in public institutions. The total degrees awarded in all of these institutions in 1985-86 were 5,110 associate degrees; 12,815 bachelor's degrees; 3,788 master's and first professional degrees; and 258 doctor's degrees.

A comprehensive study of all academic libraries, public and private, in the State has not been done since 1976. At that time the South Carolina Commission on Higher Education published its report entitled Resources of South Carolina Libraries. The study closely examined such areas as physical facilities, staff, and collection size and compared each institution with the Association of College and Research Libraries' Standards for College Libraries. Although, the information is dated, the report forms the basis for the Commission's and the State's continuing support for the growth and development of the academic libraries as important State and national resources.

In 1979 the Commission on Higher Education published the South Carolina Master Plan for Higher Education. The section of the Master Plan concerning libraries states, "The goal of each library in the State - whether academic, public, school, private - is to assure that library and information services

to its clients and patrons are of the highest caliber.... The basic function of an academic library is to make available the materials and services needed to support the curriculum and the appropriate research activities of the institution of which it is a part." In the Master Plan specific recommendations for the development of public colleges' and universities' libraries were made, and are regularly reviewed by the institutions and the Commission.

In 1985, the Commission studied the funding of libraries for the public senior colleges and universities. The study found that in 1984-85 all but three public senior college libraries had collections which quantitatively exceeded the American Library Association's "A" rating, as measured against the ACRL standards for college libraries. This finding moved the Commission to approve special funding by the State to bring these three libraries to the "A" level. As of fall, 1987, only one public senior college library remained below the standard, and it is expected to meet the standard by fall, 1988.

According to the South Carolina State Library's annual survey the senior college and university libraries in 1986-87 reported total collections of 7,003,747 volumes; 1,774,982 government documents; 6,575,736 microforms; and 181,045 audio-visual titles. The two-year technical college, university branch libraries, and junior colleges reported 729,110 volumes; 4,567 government documents; 201,275 microforms; and 47,904 audio- visual titles.

Strides have been made in the areas of cooperation, coordination, and resource sharing. Representatives of the major academic libraries are members of the Task Force on Library Automation and Networking appointed by the State Library. In order to accelerate the retrospective conversion of records the State Library in the past has made grants under LSCA Title III to the University of South Carolina, Clemson University, College of Charleston, Winthrop College, and the USC Processing Center. Library automation programs are currently in place in five public senior colleges and four technical colleges. While recognizing the institutional support function of all academic libraries, the Commission also believes that "Each academic library is an integral part of the state network of libraries, and each also bears the responsibility of sharing resources with other libraries and other clients or patrons."

TECHNICAL COLLEGE LEARNING RESOURCE CENTERS

In 1961, South Carolina enacted legislation to establish a statewide technical training system designed to stimulate the industrial expansion of South Carolina and to provide specialized training for its citizens. In 1972 the law was rewritten to create the State Board for Technical and Comprehensive Education (SBTCE) to provide for the expansion of programs within the technical education system, and to create additional low cost accessible educational opportunities. Over the years the SBTCE has matured

to become a comprehensive system of postsecondary education with sixteen two-year, state supported campuses.

In the fall of 1986 the technical colleges enrolled 34,306 degree-credit students, or 37% of the total undergraduate enrollment in the public colleges and universities. In addition, over 5,130 students were enrolled in special schools which provide short term and job entry skills training. During the 1985-86 year the technical colleges granted 3,649 associate degrees, as well as 1,359 certificates and diplomas.

There are nineteen TECH libraries (two colleges are multi-campus) to support the over 150 varied programs offered by the SBTCE system. The majority of the TECH libraries, which have adapted themselves to a multi-media approach, are now organized as Learning Resource Centers or LRC's. In addition to standard library services, the LRC's provide services which usually are not found in traditional libraries. These include the production and processing of photographs, slides, audio tapes, transparancies, and other audio-visual services. All of the LRC's provide their schools and communities with educational television services through the closed circuit South Carolina Educational Television System. In addition to students and faculty, local engineers, technicians, business and industrial leaders, and other professionals have access to a wide vareity of materials and services.

The State Board for Technical and Comprehensive Education in 1985 conducted a major study and evaluation of its sixteen technical college libraries in terms of resources, levels of funding and the feasibility of developing a central library acquisition system. The study found that the total inventory of learning materials within the SBTCE system included 493,366 print volumes; 414,528 microforms, and 33,366 audio-visual titles.

The final report compared technical college data with the quantitative standards for two-year college libraries published by the Association of College and Research Libraries (ACRL) in 1979. Significant deficiencies across the system were found, and it was estimated that the necessary expenditures to bring all technical colleges to the minimum standard for the print, media, and periodical collections would be $1,120,000.

The final report provided nine recommendations for library development and quality assurance. Five of these specified state level action and are noted below. The other four concerned institutional policies on facilities planning, user services, library involvement in external grants, and management of departmental collections.

Recomendation 1: That there be developed a plan to request multi-year funding to incrementally reduce collection deficiencies and to assure that colleges maintain library collections at the national average.

Recomendation 2: That there be established a minimum percent of educational and general expenditures criterion for library operations within the system's allocation formula.

Recommendation 3: That there be developed staffing standards for libraries by institutional size, and additional positions and personnel services appropriations sought annually to meet the standards.

Recommendation 5: That there be developed and implemented a process to allow book supply companies to bid for a system-wide contract to deliver materials and services.

Recommendation 7: That a feasibility study on the automation of the library function be conducted.

The findings and recommendations of this report are currently being studied by appropriate presidential and academic committees.

Because of the limited size and comparatively few transactions of each LRC, they are not able to take advantage of such technological developments as SOLINET, automated circulation systems, computer produced catalogs and bibliographies, automated purchasing, and other computer based systems. However, two TECH libraries have joined SOLINET through LSCA Title III grants as members of a cluster, all but one of the TECH libraries have received training in the use of the South Carolina Library Network, and four have purchased microbased integrated library systems.

SCHOOL LIBRARY MEDIA CENTERS

A 1986 report released by Secretary of Education William Bennett, "First Lessons: A Report on Elementary Education", recommends that "Every school should have a library, and every child should have and use a public library card." The report went on to say that "The librarian should be an integral part of the instructional staff."

State Superintendent of Education Charlie G. Williams appointed a Task Force on Reading Improvement in FY 86. The Director of the State Library, both Library/Media Consultants with the State Department of Education, a library school faculty member, and a middle school librarian were on this panel. "A Report on Improving Reading Achievement in South Carolina" was released in September 1986. The Task Force was created in response to the fact that reading test scores have not kept pace with improvement in science and mathematics achievement test performance. The role of the library/media center in fostering improved reading was examined.

Among the recommendations were calls for increased state funds for books and personnel, strengthening of standards for school libraries/media centers, employment of district coordinators, and development of publicity campaigns to promote public involvement in support of reading and libraries. These recommendations were comprehensive and, if implemented, would greatly improve library service in public schools.

The library media centers are the focus for two major programs endorsed by the State Superintendent of Education. The "Adopt the Library Program"

encourages parent organizations and local businesses to adopt their school library media center for at least a two or three year period. An excellent guidebook outlining the roles of educators and business partners has been prepared. By sharing responsibility for libraries, businesses will be acting in concert with the concept of shared responsibility as envisioned in the Education Improvement Act of 1984. The other project is called "Give a Child a Book Program". The purpose of this program is to develop reading as a pleasurable activity for children. Parents, grandparents, friends, and neighbors are encouraged to present books to children on appropriate occasions. A guidebook has also been developed for use in implementing this project. Together, these two projects should increase the visibility of school libraries and promote reading as a lifelong activity.

South Carolina supports 1,120 public schools with an enrollment of 603,890 students. Some 50,150 children attend 493 private schools. All but one of the public schools have library media centers. There are an additional twenty-one special schools which only have classroom collections, while only one of the fifty-two area vocational schools has a media center. Approximately one-half of the private schools have media centers. There were 1,079 public school media specialists in FY 87; 738 serving in 785 elementary schools and 341 in 254 secondary schools. No statistics are available on private school libraries.

Presently there are 6,223,948 volumes in the public elementary schools and 2,593,213 volumes in the secondary schools. Elementary schools reported 16.71 books per pupil, while secondary schools reported 12.18. National standards set by the American Library Association call for twenty books per student. State standards are ten books for elementary schools and six books for secondary schools.

Media specialists examining South Carolina's school library media services in preparation for the Governor's Conference on Library and Information Services in 1979 identified four areas of critical concern. Improvements have been made, but concern still exists in all areas.

(1) Standards

School library media centers are evaluated according to guidelines issued by the State Department of Education, Defined Minimum Program for South Carolina School Districts, 1986. These standards address qualifications of the media specialist, number and types of materials to be available and appropriation needed to maintain the library collection. They are substantially lower than the minimum standards set by the American Library Association. Improvement has been made. A school library media specialist was involved in the development of the current standards. A major weakness of the standards is that no mention is made of the program to be offered by the media center.

Progress has been made in the area of facilities. The media consultants in FY 87 reviewed twenty-eight building plans for new or remodeled media centers using the revised South Carolina Facilities Planning Construction Guide.

(2) Staffing

A total of 1,079 media specialists are serving in the public schools in South Carolina, 738 in 785 elementary schools and 341 in 254 secondary schools. Thirty-six elementary and two secondary media specialists serve part-time. Thirty-two elementary media specialists and six secondary media specialists serve more than one school. Fifty-four schools have half-time media services. There are thirty-seven uncertified elementary and fifteen secondary media specialists. A total of 572 media aides are employed. Only seventeen of the ninety-two public school districts employ district media coordinators, fifteen full-time and two part-time.

At the state level, the number of library consultants has actually decreased. In 1972 there were four consultants including one audio-visual specialist. For the past several years there were only two consultants and no audio-visual specialist. Beginning in FY 88 there is only one consultant. A spirit of cooperation between the consultant and other members of the Curriculum Section has developed which augurs well for the future of school library media centers.

(3) Resources and Funding

Media center holdings average only 16.71 books per elementary student and 12.18 books per secondary student compared to national standards of 20 books per student. Data for elementary school holdings are reported as instructional materials, while secondary figures are reported separately. There has been a significant decline in the quality of the collections, which reflects the rising cost of materials and the reduction in federal funds. There are no state accreditation standards for audio-visual materials and no statistics are available on A-V collections.

The revised 1986 guidelines for funding school library media centers are still inadequate. They include funding to provide library service to public kindergartens on a half basis. Funding levels for media centers are low. The funds that are appropriated are to be divided between library materials, supplies, and audio-visual software in the secondary and instructional materials and library resources in the elementary. During 1985-86 46.9% of the Chapter II (ECIA) block grant funds were allocated for the school media centers. In FY 87 $2,790,925 or 43.3% of ECIA funds went to media centers; a decrease of 3.6%.

Many technological changes have taken place in school library media centers. The use of microcomputers is perhaps the most significant. Because of rising costs media specialists are exploring ways in which cooperative activities can be used.

Media centers were involved directly in the Education Improvement Act only in the area of facilities and salaries of media specialists, but have profitted indirectly through some of the other programs.

(4) Awareness

School administrators, teachers, and the general public lack awareness of the role school media centers play in the teaching and learning process. This lack of awareness is demonstrated by the use of many media centers to provide release time for teachers thus limiting the services the center can provide. The exclusion of media specialists and consultants from involvement in long range planning and curriculum development is further evidence of failure to understand the library media center's potential.

SPECIAL LIBRARIES

The Special Libraries Association (SLA) defines a special library as one maintained by an individual corporation, association, government agency or other group for the purpose of collection, organization, and dissemination of information, and devoted primarily to a special subject with provision for specialized service to a specialized clientele. Due to differing definitions of the term special library it is hard to determine the number of special libraries in South Carolina. The 1986 edition of the American Library Directory lists sixty-two special libraries in the state. In 1986 the South Carolina Provisional Chapter of Special Libraries Association and the Special Libraries Section of the South Carolina Library Association surveyed the state and listed seventy-nine libraries in Special Libraries Directory of South Carolina. The greatest number of special libraries in South Carolina are clustered around the three large metropolitan areas: Charleston, Columbia, and Greenville/Spartanburg.

In the past, special libraries have tended to be somewhat isolated from other South Carolina libraries and cooperative activities. This results primarily from the fact that the special libraries are dependent units, for the most part, subject to a parent organization, agency, or business. There is no regulating agency to which these libraries report; and, at the present time, no statistics on holdings, personnel, or financial support are available. The Special Library Section of the South Carolina Library Association, which constitutes a loose confederation of special libraries, has shown some activity. This group is now working toward more cooperation and some sharing of resources, although policies of the parent organization frequently restrict the use and lending practices of the libraries. A provisional state chapter of the Special Library Association was formed in FY 86 with 45 members. The Chapter achieved permanent status during FY 87 with over 50 members on its roster. Communication between special librarians has increased due to publication of a quarterly SC-SLA Bulletin and program meetings. In the past year meetings have drawn up to forty special librarians from across the state. The State Library has attempted to establish communications with special libraries by giving them representation on the LSCA Advisory Council, the Advisory Committee for the Governor's Conference on Library and Information Services, and the Task Force on Library Automation and Networking.

LIBRARY EDUCATION

Several South Carolina institutions of higher education offer library education courses. The number of schools offering library science as a major program has declined. Some schools offer undergraduate level courses which enable graduates to meet certification requirements of school media specialists. Two schools provide graduate level programs for those who wish to work in public, academic, or special library situations as well as school library media centers.

The following colleges and universities offer various programs in library science:

At the undergraduate level:

*The Citadel, Charleston. 21 semester hours (minor in library science)

*S.C. State College, Orangeburg. 32 semester hours (major in library science being phased out)

*Meets state certification requirements for school media specialists.

At the graduate level:

University of South Carolina, Columbia

The College of Library and Information Science offers 150 semester hours in library and information science at the graduate level. Course work may be taken to meet the State's certification requirements as a public or school librarian as well as specialization in academic or special library services. The College is one of 60 colleges and universities in the nation whose master's degree program is accredited by the American Library Association.

South Carolina had no graduate library science program prior to 1972 when the College of Library and Information Science opened. Most of the students come from South Carolina (80%) and most stay in South Carolina to work (80%). One area of librarianship that has benefitted greatly because of the College is school librarianship. In 1972 only 12% of South Carolina's school librarians had a master's degree. Today approximately 60% of school librarians hold a master's degree. The flexibility of the program encourages part-time students. Currently 60% of those enrolled are in a part-time status. In Fall 1987 enrollment was 350 (head count) and 202 (FTE); of these 81 were full-time students.

As the only program in the state offering a MLS the College has provided methods for satisfying part of the degree requirements off-campus. One method is via two-way television courses available at any of the USC regional campuses and at other sites across the state. A second method is course work held at various sites around the state taught by College staff. Over a three year cycle about two-thirds of the course

work towards a degree can be earned. The final one-third would need to be taken in Columbia. Courses have already been held in Greenville, Rock Hill, Charleston, Aiken, Conway, and Spartanburg.

Continuing education has long been a concern of South Carolina library directors. In its brief history the College has attempted to satisfy this need in various ways. CE is a responsibility of the Assistant Dean. Cooperation with the State Library and SCLA will continue in order to prevent duplication in program offerings.

Winthrop College, Rock Hill

Through the Department of Reading and Library Science, Winthrop offers courses which lead to a Master's of Education in School Librarianship which meet the requirements of the State for school media specialist certification.

COOPERATION AND NETWORKING

Cooperation is traditional among South Carolina libraries, but in the past it has tended to be informal. Libraries within a geographical area or libraries of a certain type have worked together for mutual benefit. From this base cooperation is becoming broader based. Interlibrary loan is still the most common form of cooperation, followed by workshops and other continuing education programs. Formal agreements are beginning to develop.

The State Library's interlibrary loan network is the most extensive manifestation of cooperative activity. It is the primary source of interlibrary loan for public and institutional libraries with service also available to academic and special libraries. This network is reinforced by an informal but effective working agreement between the State Library and the University of South Carolina which makes the University's resources available for loan through the State Library.

In FY 86 the State Library began implementation of the South Carolina Library Network (SCLN). The first component of SCLN to become operational was Library Information Online (LION) which provides access to the State Library's bibliographic database and reference and interlibrary loan service. The communications component of SCLN provides dial-up access capabilities permitting remote libraries and state agencies to search the State Library's database and place interlibrary loan requests. Libraries are able to transmit reference requests to the State Library using an electronic mail function.

The Network is being developed gradually over a number of years, and users are being added on a scheduled basis to assure time for adequate training and to prevent equipment overload. Additional components of statewide significance will be implemented at the state level. Among the possible components are a union list of serials, state and federal documents, newspaper index, and union list of local history collections.

During the planning process for SCLN, the following major decisions were made which affect SCLN and other library network development in South Carolina:

1) SCLN will be compatible with SOLINET/OCLC but will not replicate South Carolina records contained in the SOLINET/OCLC database.

2) SCLN will be a decentralized network, linking local systems, rather than a single statewide database.

The retrospective conversion of holdings among SOLINET/OCLC members as well as significant collections of non-SOLINET/OCLC members is important for SCLN to achieve its goal of providing local users access to the state's total library resources. Therefore, the State Library has used LSCA Title III funds to assist local libraries in retrospective conversion. As more libraries complete retrospective conversion, LSCA Title III funds will be used to supplement state funds for the operation and expansion of SCLN.

Funding for the network is a combination of federal and state funds. Additional state funds have been requested in the FY 89 state budget for the network. Until sufficient state funds are available LSCA funds will be used to supplement state funds for development as well as operations.

IV. CRITERIA, PRIORITIES, AND PROCEDURES

A. Title I. Library Service

1. Adequacy of State Library Services

Adequacy of services at the State level will be measured by:

Association of Specialized and Cooperative Library Agencies. Subcommittee for Library Functions at the State Level. Standards for library functions at State level. Third edition. Chicago, American Library Association, 1985.

These criteria will be supplemented by pertinent sections of:

South Carolina Library Association. Public Library Section. Standards for South Carolina Public Libraries (The Section), 1981 revision.

2. Adequacy of Public Library Services

Prior to 1980 public libraries were measured against national standards published by the Public Library Association. In that year the Public Library Association published A Planning Process for Public Libraries, a document which encourages communities to set their own standards based on local conditions and needs. The plan devised to address these needs is to be monitored closely and revised so that the plan will change as the community changes. In 1982 the Public Library Association published Output Measures for Public Libraries: A Manual of Standardized Procedures which are to be used by public libraries to measure the things appropriate to it.

The Public Library Development Project was developed by ALA's Public Library Association, New Standards Task Force. This project developed a new document to replace the 1980 A Planning Process for Public Libraries and also revised Output Measures for Public Libraries. The State Library will use these two documents to assist public libraries in their planning:

McClure, Charles R. et al. Planning and Role Setting for Public Libraries: A Manual of Options and Procedures. Chicago. Public Library Association. American Library Association, 1987.

Van House, Nancy A. et al. Output Measures for Public Libraries: A Manual of Standardized Procedures, 2nd edition. Chicago. Public Library Association. American Library Association, 1987.

The State Library will also use:

South Carolina Library Association. Public Library Section. Standards for South Carolina Public Libraries. (The Section), 1981 revision.

3. Adequacy of Services to the Blind and Physically Handicapped

Association of Specialized and Cooperative Library Agencies. Standards for Library Service to the Blind and Physically Handicapped Subcommittee. Revised Standards of Service for the Library of Congress Network of Libraries for the Blind and Physically Handicapped. Chicago, American Library Association, 1984.

Association of Specialized and Cooperative Library Agencies. Standards for Library Service to the Deaf Subcommittee. Techniques for Library Service to the Deaf and Hard of Hearing. Chicago, American Library Association, 1981.

P.L. 93-112. Rehabilitation Act of 1973. Section 504.

P.L. 94-142. Education for Handicapped Children Act of 1975.

4. Adequacy of State Institutional Library Services

Eligible for service are the inmates, patients, or residents of penal institutions, reformatories, residential training schools, orphanages or general or special institutions or hospitals operated or substantially supported by the State and/or students in residential schools for the handicapped (including mentally retarded, hard of hearing, deaf, speech impaired, visually handicapped, seriously emotionally disturbed, crippled, or other health-impaired persons who by reason thereof require special education) operated or substantially supported by the State.

Criteria for determining adequacy of services to specific groups will be state or national standards as follows:

American Correctional Association - American Library Association. HRLSD Committee on Institutional Libraries. Library Standards for Juvenile Correctional Institutions. American Correctional Associatin, 1975.

Association of Specialized and Cooperative Library Agencies, American Library Association. Library Standards for Adult Correctional Institutions Subcommittee. Library Standards for Adult Correctional Institutions. Chicago, American Library Association, 1981.

Association of Specialized and Cooperative Library Agencies, American Library Association. Standards for Libraries at Institutions for the Mentally Retarded Subcommittee. Standards for Libraries in Institutions for the Mentally Retarded. Chicago, American Library Association, 1981.

Association of Specialized and Cooperative Library Agencies. Standards and Guidelines for Client Libraries in Residential Health Facilities. Chicago, American Library Association, 1987.

South Carolina State Department of Education. Defined Minimum Programs for South Carolina School Districts. (The Department), 1981.

South Carolina Department of Education. Defined Minimum Program for Deaf and Blind Schools. (The Department), 1983.

South Carolina Department of Education. Defined Minimum Program for John de law Howe School. (The Department), 1983.

South Carolina Department of Education. Defined Minimum Program for the Palmetto Unified School District No. 1 within the S.C. Department of Corrections. (The Department), 1981.

5. Adequacy of Major Urban Resource Libraries

Criteria for determining adequacy of public library services for persons and libraries using services from major resource libraries:

a. Adequacy of Public Library Services - basic criteria (see Adequacy of Public Library Services)

b. Needs for Library Services of Individual Users and Libraries in the Regional Area

1. Access to Resources

(a) Access to a strong reference collection
(b) Access to business reference services
(c) Access to extensive periodical collections, including retrospective files

2. Access to Services

(a) Access to library service during evening and weekend hours when local public libraries and the State Library are closed.

(b) Access to the services of professionally trained staff, especially during evening and weekend.
(c) Access to telephone reference service.

6. Criteria to Assure Priority for Low-Income Families

a. Determination of Urban and Rural Areas with High Concentrations of Low-Income Families.

"Disadvantaged persons" means persons who have educational, socioeconomic, cultural, or other disadvantages that prevent them from receiving the benefits of library services designed for persons without such disadvantages and who for that reason require specially designed library services. The term includes persons whose needs for such special services result from poverty, neglect, delinquency, or cultural or linguistic isolation from the community at large, but does not include physically or other handicapped persons unless such persons also suffer from the disadvantages described in this paragraph.

Characteristics of disadvantaged persons may include the following:

...Persons with poor educational background.

...Persons who are receiving less than poverty level incomes.

...Persons from areas characterized by excessive unemployment.

...Persons from areas characterized by excessive low income rates.

...Members of ethnic minority groups which have been discriminated against.

...Persons who have been isolated from cultural, educational and/or employment opportunities.

...Persons who, due to a combination of environmental, cultural, and historical factors, lack motivation for taking advantage of available library services.

...Persons who are dependent upon social services to meet their basic needs.

Counties having high concentrations of persons with poverty level incomes, as determined by the Division of Research and Statistical Services of the S. C. State Budget and Control Board, shall be considered as qualifying under this program. Priorities for grants shall be:

(1) Projects to serve the urban and rural disadvantaged in those counties where the percentage of families with income below the poverty level exceeds 25% of the total number of families in the county and/or where the number of individuals with income below the poverty level exceeds 20,000. Among these counties, highest priority shall be given to those having the least ability to provide basic library services.

(2) Projects which will result in the general improvement of a library system to bring it up to a minimum level of service prerequisite to special programs for the disadvantaged.

(3) Innovative projects which will demonstrate services not generally available in South Carolina or provide a new approach to service.

(4) Projects to serve the urban or rural disadvantaged in those counties where the percentage of families with incomes below the poverty level is less than 25% of the total number of families in the county.

7. Criteria to Assure Priority for Persons of Limited English-Speaking Ability

a. Determination of Areas with High Concentrations of Persons with Limited English-Speaking Ability.

Persons with limited English-speaking ability include individuals who were not born in the United States or whose native language is a language other than English, and individuals who come from environments where a language other than English is dominant as further defined by the U. S. Secretary of Education, and who by reasons thereof have difficulty speaking and understanding instructions in the English language.

A needs assessment conducted in early 1975 revealed no high concentrations of non-English-speaking persons in South Carolina but only various small scattered groups with different levels of need of library service. The 1980 census verifies this.

b. These persons are scattered throughout the 46 counties of South Carolina. Because each county has such small numbers, it is not feasible for libraries to attempt to develop a collection of foreign language materials to meet the diverse needs of its limited English-speaking population. Service can adequately be provided from one central collection of materials which could be borrowed through interlibrary loan.

The Charleston County Library was designated as the host for this collection since it has one of the largest populations of limited English-speaking in the state. The library service area includes a port city with a sizable military population.

Because of their low number the State Library has chosen not to treat service to those with limited English-speaking ability as a priority. A central collection of materials is still maintained by the Charleston County Library and is available on interlibrary loan. However no additional LSCA funds will be devoted for this purpose. Service needs are being met adequately at the local level.

8. Determination of Eligibility for Agency Participation

The following agencies will be eligible for participation in Title I programs:

a. Legally established county and regional library systems which qualify for participation in the State Aid program, meet the maintenance of effort requirement for local support, are in compliance with all previous LSCA requirements, and meet the criteria of need, target population, or service specified in individual project regulations.

b. Libraries of eligible state supported institutions which meet the prerequisites of personnel, space, and financial support, which meet the maintenance of effort requirement for total budget and book budget, which are in compliance with reporting regulations, and which submit approvable applications on schedule based on an analysis of library needs and a description of proposed plans. Size of institutional population and average length of residence will be considered in determining priorities and establishing the amount of grants.

c. Non-profit organizations which support/complement the goals of libraries.

9. Procedures for Application and Approval of Projects

a. The State Library will announce proposed projects at the beginning of each fiscal year upon completion of the Annual Program. Formal notice of projects and potential grants will be sent to all eligible libraries immediately following Department of Education acceptance of the Annual Program and Notification of Grant Award.

b. Applications must be submitted on forms provided by the State Library. Applications and supporting documents must be submitted by the announced deadline in order to be considered. Exceptions will be made only by prior approval and on the basis of strong extenuating circumstances.

c. Application will be reviewed by the Field Service Librarians or Institutional Consultant to establish eligibility and compliance with regulations. Decisions will be made by the Project Officer for each project in conjunction with the Director and Deputy Director for Library Development.

d. The criteria for selection of projects will be:

1. Proven need with a strong indication of inadequacy of present service.

2. Importance of the project to the area, to the state, and its relation to the State Long-Range Plan.

3. Significance of the project to statewide library development.

4. A clear statement of objectives of the project.

5. Careful planning of the project.

6. A clear plan of action.

7. A sound budget.

8. The number of persons served and potential benefit to target groups.

9. Amount of LSCA funding previously received by applicant in comparison with other library systems.

10. Previous success of the applicant in carrying out other federal projects.

11. The value of the project as a demonstration to be reproduced by other libraries.

12. The relationship of the project to other library development projects and other State and Federal programs.

13. Evidence of local financial commitment to the project and the ability of the local library or libraries to maintain the project after federal funds have been exhausted.

14. The innovative character of the project.

15. Plans for evaluation of the project and for disseminating information about the project and the results of the evaluation.

e. Announcements of grant awards will be made promptly following review of applications.

10. Evaluation

Evaluation of programs and projects will be continuous, providing the basis for annual revisions. At the state level, a member of the State Library staff will be assigned responsibility for monitoring activities associated with each goal and for supervising local projects related to it. Department heads will have primary responsibility for evaluation of internal programs and Field Service Librarians and Consultants for grant projects. Evaluation of projects will be carried on by means of:

a. Preliminary discussions concerning proposed projects with local library boards or institutional administrators, with library directors and supervisory personnel, and with any other agencies or community representatives concerned with the project.

b. On-site visits to the project before programs are initiated, at least once a quarter during the program operation, or prior to acting upon requests for revision of projects or renewal of grants.

c. Analysis of written proposals, reports, budgets, audits, or other documents submitted in connection with the project to insure that the project continues to meet the original criteria for selection.

d. Comparative analysis of related projects to measure effectiveness in terms of time, cost and performance.

Local libraries will be required to supervise, evaluate, and report on projects in such a way as to:

a. Identify the degree of effectiveness with which project goals and objectives have been and are being met.

b. Assess staff effectiveness in working with the community that is served by the project.

c. Identify the effectiveness of the dissemination of information concerning the project.

d. Determine program factors which should be retained, revised, augmented, or eliminated.

e. Identify and assess the impact of the project on the library's total program of service.

f. Examine the effects of the library's communication and coordination with other community agencies.

State Library staff members responsible for monitoring and evaluation will report on all activities to the appropriate department head and the Director by means of written field trip reports, monthly reports, and annual project reports and by conferences as needed. Reporting, evaluation, and revision activities are coordinated by the Deputy Director for Library Development.

B. Title II. Construction

Grant funds allocated under LSCA Title II shall be used for the purpose of paying the Federal share of the cost of construction projects which meet LSCA and other criteria as identified in the Long-Range Plan and Annual Program. Such grants shall be used solely for the "construction of new buildings and acquisition, expansion, remodeling, and alteration of existing buildings, and initial equipment of any such buildings, or any combination of such activities (including architects' fees and the cost of acquisition of land). Such term includes remodeling to meet standards under the Act of August 12, 1968, commonly knows as the 'Architectural Barriers Act of 1968', remodeling designed to conserve energy, renovation or remodeling to accommodate new technologies, and the purchase of existing historic buildings for conversion to public libraries." (P.L. 98-480, Sec. 3 (2))

1. Criteria for determining adequacy of library buildings:

New or renovated public library buildings qualifying for construction grants must meet the following space and access requirements:

Public Library Association.
"Guidelines for determining minimum space requirements." Interim Standards for small public libraries: Prepared by the Subcommittee on Standards for Small Libraries. Chicago. American Library Association, 1962.

South Carolina Board for Barrier Free Design. Rules and Regulations. American National Standards Institute (ANSI). American standard specifications for making buildings and facilities accessible to, and usable by, the physically handicapped (1980) are currently adopted.

2. Criteria for participation in LSCA grant funding:

To participate in funds under Title II, the public library must be legally established and meet requirements for State Aid and for participation in grants-in-aid from Federal funds administered by the library.

Construction projects will be approved only for those libraries which are without adequate library facilities necessary to develop library services. This fact will be substantiated by an on site survey of existing facilities and a review of the service provided by the system made by a staff member of the State Library. Existing facilities will

be measured against recommended standards for public library housing as exemplified in Wheeler - The Small Library Building and in the Interim Standards for Small Public Libraries and in Wheeler and Goldhor - Practical Administration of Public Libraries.

3. Compliance with State and Federal legislation:

Any library construction project approved for an LSCA grant must follow the procedures and meet the requirements of the Library Services and Construction Act and regulations, EDGAR regulations, and any other current or subsequently enacted legislation or regulations affecting LSCA construction projects, such as:

a. Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the Regulations of the Department of Education (34CFR Part 100) issued pursuant to that title.

b. National Environmental Policy Act of 1969 (NEPA) (P.L. 91-190) and Executive Order 11514 (Protection and Enhancement of Environmental Quality).

c. National Historic Preservation Act of 1966 (P.L. 89-665), Executive Order 11593 (Protection and Enhancement of the Cultural Environment), and the Archeological and Historic Preservation Act of 1966.

d. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646).

e. American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped.

f. Section 504. Rehabilitation Act of 1973 (P.L. 93-112).

g. Occupational Safety and Health Act of 1970 (P.L. 91-576) and state and local codes, to the extent that they are more stringent.

h. Executive Order 11988 (avoidance of flood hazards) and Executive Order 11288 (prevention, control and abatement of water pollution).

i. Standard 90-75 of the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (energy conservation).

j. Hatch Act (limits political activity of employees).

k. Federal Fair Labor Standards Act (minimum wage and maximum hour provisions).

l. 34CFR, Subpart P - Procurement Standards. When appropriate the following will apply:

(i) Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41CFR Part 60).

(ii) Copeland Act ("Anti-Kickback Act") (18 U.S.C. 874) as supplemented in Department of Labor regulations (29CFR Part 3).

(iii) Davis-Bacon Act (40 U.S.C. 276a to a-7) as supplemented by Department of Labor regulations (29CFR Part 5).

(iv) Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) as supplemented by Department of Labor regulations (29CFR Parts 5 and 1926).

(v) Clean Air and Water Act (42 U.S.C. 1857 et seq.) and Federal Water Pollution Act (33 U.S.C. 1251 et seq.)

(vi) 34CFR 75.605 and 75.606 (beginning and completing the construction).

4. Applications and procedures:

Any library construction project approved for an LSCA grant must follow the procedures and meet the requirements of the following:

a. A formal application for Federal funds must be filed with the State Library with all supporting documentation and assurances as specified in the Applicant's Guide.

b. The application must be reviewed by the State Library for compliance with state and federal statutes and regulations. The building program, schematic and working drawings, and specifications will be reviewed by the building consultant, engineering consultant, and State Fire Marshall as appropriate.

c. The building must be designed to meet the requirements of accessibility to and usability by the physically handicapped.

d. To the extent feasible the building must be designed and constructed to maximize the efficient use of energy.

e. The applicant must agree to maintain an official inventory list of equipment and furnishings. A copy of this list must be filed with the State Library to be maintained as a part of the permanent inventory record.

f. Display of signs. The sites of all construction projects shall display a sign stating that Federal funds under the Library Services and Construction Act are being used for such construction. When specifications call for a plaque in the completed building indicating the date of completion and source of funds, funds under the Act shall be noted. Suggested wording -- "Partially funded by

the Library Services and Construction Act, administered by the South Carolina State Library."

g. The applicant will follow additional regulations governing site selection, selection of architect, building program, design of building, bidding procedure, and contract award as detailed in the Applicant's Guide issued by the State Library.

5. Priorities for grant awards:

The general priorities for all LSCA Title II projects are:

a. Construction of a new county or regional headquarters building or the enlarging of existing county or regional headquarters buildings.

b. Construction or enlargement of branch library buildings serving a population area of 20,000 or more in county or regional systems. (The Plan of construction and the location of the branch must be based upon a carefully developed plan for the location and development of branches to serve the entire area of the system.)

c. Construction or enlargement of branch library buildings serving a population area of 5,000 - 20,000 in county or regional systems. (The Plan of construction and the location of the branch must be based upon a carefully developed plan for the location and development of branches to serve the entire area of the system.)

d. Renovation of an existing county or regional headquarters building or branch library building to make it accessible to the physically handicapped as required in American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by, the Physically Handicapped.

e. Renovation of an existing county or regional headquarters building or branch library building for energy conservation.

f. Renovation of an existing county or regional headquarters building or branch library building to accommodate new technologies.

NOTE: The State Library will not expend Federal funds for acquisition of existing buildings to be used as a public library or for construction sites which will entail the resettlement of any individual or business.

A second grant for building construction will not be made to a county library system unless no approvable projects are submitted by county libraries which have not received a previous grant.

6. Amount of grants:

ALL GRANTS CONDITIONAL UPON AVAILABILITY OF FUNDS

The allocation of funds for the construction projects will be as follows:

Branch libraries (permanent or temporary) serving populations of 5,000 - 20,000 in systems meeting requirements for State and Federal grants, $50,000 or 50 per cent of the cost of the total project, whichever is the smaller.

Branch libraries (permanent or temporary) serving populations over 20,000 in systems meeting requirements for State and Federal grants, $75,000 or 50 per cent of the cost of the total project, whichever is the smaller.

The headquarters of county and regional systems meeting all requirements for State and Federal grants and serving under 50,000, $100,000 or 50 per cent of the total cost of the construction project, whichever is the smaller.

The headquarters of county and regional systems serving 50,000 to 100,000 and meeting State and Federal requirements for grants, $150,000 or 50 per cent of the total cost of the project, whichever is the smaller.

The headquarters of county and regional systems serving over 100,000 and meeting State and Federal requirements for grants, $200,000 or 50 per cent of the total cost of the project, whichever amount is smaller.

Renovation of headquarters or branch library buildings for accessibility for the handicapped, energy conservation, or new technologies.

The amount of each grant will be determined individually on the basis of the nature and extent of the renovation required and on the other funding available. In no case shall a grant exceed 50% of the cost of renovations specifically required to assure access and usability for the handicapped, energy efficiency, or to accommodate new technologies.

In addition to the face value of the grant each recipient will be eligible for an additional sum needed to cover the costs of reviews required by regulations. The State Library will not use Title II funds for its administration of this project.

In the event the number of approvable construction projects received is not sufficient to utilize all available funds, the State Library reserves the right to allocate additional grant funds to qualifying libraries having sufficient local funds to maintain the Federal/State matching ratio.

Construction must begin within six months of the approval of Part I of the Title II application or risk forfeiture of grant.

7. Appeal of decisions:

The method and procedures to be followed in providing every local or other public agency whose application for funds under Title II is denied with the opportunity for a fair hearing before the State Library administrative agency is as follows:

The State Library Board will act as a fair hearing board for any local or other public agency whose application for funds under Title II has been denied.

The State Library Board will give written notification of disapproval and reasons for disapproval to applicants. The applicant will be informed of the right to appeal and the procedure to make such appeal.

Within fifteen days after the receipt of a disapproval of application the applicant may, in writing to the State Library Board, request a hearing.

The State Library Board will arrange for a meeting, and notify the applicant of such meeting. The State Library Board shall have the final decision, which will be given to the applicant within thirty days from the date of the hearing.

C. Title III. Interlibrary Cooperation

1. Priorities (In order of importance)

a. The South Carolina Library Network, operated by the State Library to provide bibliographic access to state and national resources, communications among libraries, interlibrary loan, in-service training, cooperative collection development and other means of cooperation.

b. Other statewide, innovative projects that offer potential for sound long-range development of coordination among two or more types of libraries.

c. Regional or local projects which meet serious information needs and strengthen interlibrary cooperation among multi-type libraries. In approving awards, consideration shall be given to need, objectives, number of counties and number of libraries involved, extent of local financial support, and prospects for continued local funding at the conclusion of LSCA grants.

d. Funding may be expended by the State Library for state level activities or by means of grants to groups of libraries for cooperative projects or to a single library carrying out an activity which contributes to statewide cooperation and resource sharing.

NOTE: Title III activities will be coordinated by the Deputy Director for Library Services.

2. Determination of Eligibility for Agency Participation

The following agencies will be eligible for participation in Title III programs:

a. Legally established county and regional library systems which qualify for participation in the State Aid program, meet the maintenance of effort requirement for local support, are in compliance with all previous LSCA requirements, agree to share resources, and develop a MARC format machine-readable database.

b. Libraries of state supported institutions eligible for Title I grants.

c. Libraries in academic and technical colleges which agree to share resources and develop a MARC format machine-readable database.

d. Libraries in public schools in districts which permit resource sharing.

e. Special libraries which agree to share resources and, if appropriate, develop a MARC format machine-readable database.

f. Agencies carrying out library projects beneficial to South Carolina libraries, such as South Carolina Library Association, Association of Public Library Administrators, and the University of South Carolina, College of Library and Information Science.

g. Other non-profit organizations which support/complement the goals of libraries.

3. Evaluation

Evaluation of programs and projects will be continuous, providing the basis for annual revisions. At the state level, a member of the State Library staff will be assigned responsibility for monitoring activities associated with each goal and for supervising local projects related to it. Department heads will have primary responsibility for evaluation of internal programs and Field Service Librarians and Consultants for grant projects. Evaluation of projects will be carried on by means of:

a. Preliminary discussions concerning proposed projects with local library boards or institutional administrators, with library directors and supervisory personnel, and with any other agencies or community representatives concerned with the project.

b. On-site visits to the project before programs are initiated, at least once a quarter during the program operation, or prior to acting upon requests for revision of projects or renewal of grants.

c. Analysis of written proposals, reports, budgets, audits, or other documents submitted in connection with the project to insure that the project continues to meet the original criteria for selection.

d. Comparative analysis of related projects to measure effectiveness in terms of time, cost and performance.

Local libraries will be required to supervise, evaluate, and report on projects in such a way as to:

a. Identify the degree of effectiveness with which project goals and objectives have been and are being met.

b. Assess staff effectiveness in working with the community that is served by the project.

c. Identify the effectiveness of the dissemination of information concerning the project.

d. Determine program factors which should be retained, revised, augmented, or eliminated.

e. Identify and assess the impact of the project on the library's total program of service.

f. Examine the effects of the library's communication and coordination with other community agencies.

State Library staff members responsible for monitoring and evaluation will report on all activities to the appropriate department head and the Director by means of written field trip reports, monthly reports, and annual project reports and by conferences as needed. Reporting, evaluation, and revision activities are coordinated by the Deputy Director for Library Services.

V. GOALS, OBJECTIVES, AND IMPLEMENTATION

GOAL I. TO STRENGTHEN THE STATE LIBRARY AGENCY FOR THE PURPOSE OF PROVIDING STATEWIDE LIBRARY LEADERSHIP AND SERVICES.

By authority of S. C. Code 1976, Title 60, Chapter I, the South Carolina State Library is responsible for a statewide program of library development and cooperation. This authority was recodified by Act 178 of 1985. The State Library is the central information service for State Government, State agencies, and the libraries of the State. It provides reference, bibliographic and interlibrary loan service to supplement the library resources of the state. It provides leadership and technical assistance in the development of statewide library programs and local library service. It provides library service to blind and physically handicapped users and guidance and assistance to State institutions in serving institutional residents. The State Library is also charged with administering and implementing within the State the library programs provided for in the Library Services and Construction Act, P. L. 84-597 as amended.

In order to address this goal the State Library has identified four objectives.

Objective 1. To enhance the administrative, planning, and support capabilities required for statewide library development.

The future of library development is directly related to the strength of the State Library. With scarce resources planning has assumed new prominence. Planners must be able to determine statewide needs, set goals and devise strategies to meet these needs. They must also be flexible enough to deal with budget fluctuations, as well as to respond to current and changing national and State concerns. The State Library must be able to administer state and federal funds in compliance with all state and federal requirements. As an agency of State government the State Library must also be able to respond to the ever increasing planning needs required by the State.

A goal throughout the period will be to publish LSCA documents in a timely manner, which should ensure quick release of funding when available. LSCA evalutions will also be completed by the December 31 deadline.

In FY 89 the State Library will again attempt to acquire State funding to replace some of the LSCA funding used at the State Library. This should release additional LSCA funds for grants under Titles I and III. Failing this, similar requests will be made in subsequent years.

Title II funding will require State Library administration in FY 88.

Advisory Council activities will include quarterly meetings over the three year period. Each meeting will focus on a particular State Library program.

In FY 88 children's services, public relations, service to State government, and public library construction will be discussed. In FY 89 the planning process, South Carolina Library Network, Blind and Physically Handicapped, and literacy are possible topics. Advisory Council members are invited to other meetings hosted by the State Library.

Dissemination of information concerning LSCA activities is crucial to public understanding of the need for and the role of Federal support for libraries. Publicity will be generated during the three year period for all LSCA projects. No statistical projections can be made on number of releases, etc. because they will be determined by the number and type of activities funded. Major publicity is being planned for the South Carolina Library Network and the Library for the Blind and Physically Handicapped. Subgrantees are required to credit the use of LSCA in their programs when appropriate. A public relations firm will be engaged for the next two years to coordinate a comprehensive program to promote libraries and their use in South Carolina. A part-time public information specialist will also enable the State Library to increase promotion of its services as well as libraries in general.

The General Administration, General Operations, and Library Interpretation projects will be continued to enable the State Library to conduct activities consistent with this objective. These are on-going activities and as such will be continued throughout the planning period.

Objective 2. To provide a comprehensive collection of materials necessary to meet the Library's responsibilities as the central information resource for libraries of the state, as well as State government.

The State Library functions as the central unit of a statewide reference and interlibrary loan network designed to supplement and coordinate library resources in South Carolina. It also provides special information and reference services to State government and State agencies. The State Library will select, acquire, and maintain a collection of books, documents, microforms, periodicals, and federal and state documents, of sufficient scope and depth to meet the information needs of its various constituencies. The State Library anticipates its collection should grow in the following manner:

	FY 87	FY 88	FY 89	FY 90
Books	188,000	196,000	204,000	212,000
State Documents	29,000	33,000	37,000	41,500
Federal Documents	176,000	194,000	212,000	230,000
Microfiche	340,000	358,000	376,000	394,000
Periodicals	2,300	2,300	2,300	2,300

The State Library's materials budget has fluctuated in the past few years. After making a sizeable gain in FY 86, mid-year budget reductions have provided reduced funding for this essential item.

FY 86	$161,000
FY 87	$145,000
FY 88	$134,000

It is obvious that the state does not provide sufficient funding to meet existing needs. Therefore, the Strengthening the State Library Agency project will be continued to supplement state appropriations with the goal of substantially expanding and strengthening the library's collections to better serve the libraries of South Carolina. Additional state funds for materials ($37,000) will be sought in FY 89. It is anticipated that the South Carolina Library Network will increase demands for service. The State Library has set an objective of increasing use of reference and interlibrary loan services by 5% in FY 88. Increased usage due to the network will occur, but it is too early to project a figure (albeit higher than 5%).

Objective 3. To provide consultant services for public, institutional, and other libraries of South Carolina.

Four general consultants, one children's consultant, one audio-visual consultant, and one institutional consultant form the State Library's library development staff. The consultant corps is supplemented by members of the Reader Services' staff, Technical Services' staff, Handicapped Services' staff, or Administrative staff, when appropriate. The consultants provide technical assistance to public and institutional libraries on such matters as budget preparation, personnel practices, collection development, and library construction. They assist with needs analysis, program planning, in-service training, and the implementation and evaluation of LSCA projects. The general consultants also supervise the administration of State Aid. The consultants are on-call to work with library staffs, trustees, Friends, building committees, local government officials, and other groups interested in quality library service.

A two-day public library construction workshop will be held November 12-13, 1987. Public library directors, trustees, and local officials will be invited to participate. The need for continuing education for trustees has been identified as a priority. During the period of this plan regional meetings or a statewide trustee workshop will be held.

The decade of the '80's has signaled a changing of the guard in public library directors. Retirements have caused some vacancies, but most are due to low salaries which are making it difficult to recruit directors, especially in smaller counties. There will be five new directors to orient in FY 88.

Project objectives for the field staff are discussed elsewhere in this document. It is estimated that field staff members will make 250 field trips per year in furtherance of this objective. This includes trips made by the Director and Deputy Directors as well.

Objective 4. To centralize at the State level programs and functions which cannot be handled economically or effectively by individual libraries.

The State Library maintains a collection of audio-visual materials, comprised of 16mm motion picture films, videotapes, slide/tape shows and filmstrips, which are available on loan to public and institutional libraries. Such a collection at the State level prevents costly duplication of expensive resources and makes available to the public a far broader selection of films than any library could provide alone. The audio-visual consultant, with the assistance of other staff when appropriate, previews, selects, and maintains the collection. The following projections are being made.

	FY 87	FY 88	FY 89	FY 90
16mm Film Titles	2,000	2,200	2,400	2,600
Other Audio-Visual Formats	600	700	800	900
No. of Programs	5,000	5,500	6,000	6,500
Attendance	97,000	98,000	99,000	100,000

To improve access to this collection, film booking was automated in FY 87.

In FY 87, thirty-three public libraries participated in lending 16mm films to community groups and organizations. Increasing the number of libraries offering organizational service and the number of organizational users will be objectives in the next three years. Helping to meet these objectives is the fact that the South Carolina Literacy Association has placed on permanent loan at the State Library its collection of audio-visual materials. Public libraries in the State work closely with local literacy organizations, and in so doing will be borrowing materials from the State Library's audio-visual collection.

New audio-visual acquisitions will be announced in FY 88 in the quarterly film newsletter. Special lists will also be printed and distributed at four preview sessions to be held at the State Library for public and state institutional librarians and library staff members.

The audio-visual consultant will continue working with libraries through field trips. It is estimated that 25 field trips per year will be made in addition to the four preview sessions planned at the State Library in FY 88. PR kits were developed by the audio-visual consultant to promote and facilitate programming of 16mm films in public libraries. Use of these kits will be promoted in FY 88. The Film Services program policy will be reviewed and expanded in light of the fact that the collection now includes audio-visual formats other than 16mm motion picture films.

The State Library Library's FY 89 state budget request has two items of importance for the audio-visual program. A full-time clerk to provide support for the audio-visual program has been requested. In cooperation with the Division of Human Resource Management a request has been made for funds to develop a collection of videotapes in the field of management.

Since the creation of a children's consultant position in 1979 the State Library has provided increased services to public libraries in the area of children's programming.

A statewide summer reading club will be coordinated by the State Library in each of the three years. The film program (see above) also includes children's films. The children's consultant assists in their selection as well as assists libraries in programming them. Approximately 50 of the 100 films to be added each year will be children's films. Early Childhood Media Clearinghouse activities will continue throughout the period. A circulating collection of puppets will be available also.

As libraries broaden their range of services and as personnel and administrative costs skyrocket, there has been a tendency to leave service to children to untrained or inexperienced staff. Only twenty-eight public libraries in the state have full-time personnel assigned to children's services. Of these only twelve have professional librarians in charge of children's services, but these are all assigned to main libraries or work primarily as programmers. There are virtually no children's librarians working directly with children in branch libraries. Seven libraries have no one assigned to children's services. Library service to children frequently tends to be reduced to a minimum: circulation, story hours for younger children, and summer reading programs.

The State Library, under the Library Interpretation Project, coordinates a statewide public relations program. In FY 88 Title I and Title III funds will be combined to engage the services of a public relations firm. Publicity will be developed to promote the South Carolina Library Network, service to the handicapped, children's services, and other State Library projects. This project supports all major State Library programs, each LSCA project, and appropirate public and institutional library programs.

The State Library will provide continuing education opportunities for professional and non-professional librarians and for library trustees each year. In addition to formal courses offered by academic institutions, the State Library will also plan special workshops given by staff members or consultants to support current programs and activities. One major workshop is planned for FY 88: Public Library Construction (November 12-13, 1987). Cooperative activities will be planned whenever appropriate with USC's College of Library and Information Science. Increasing emphasis on cooperation, automation and networking will necessitate more continuing education activities for all types of libraries under LSCA Title III (such as Cooperative Reference Exchange) in addition to traditional Title I activities. The State Library has requested State funding in its FY 89 budget for continuing education activities.

Because of the shortage of professional librarians and the difficulty experienced recently recruiting, the State Library is considering reinstating its old scholarship program. During FY 88 this possibility will be investigated.

GOAL II. TO EXPAND AND IMPROVE PUBLIC LIBRARY SERVICES THROUGHOUT THE STATE, PROVIDING ACCESS FOR EVERY RESIDENT, SO AS TO FURTHER THE EDUCTIONAL, VOCATIONAL, ECONOMIC, AND CULTURAL ENRICHMENT OF ALL CITIZENS.

Objective 1. To develop equitable and sufficient financial support for library services from local, state, federal and other funds.

In FY 87 local support for public libraries was 84%, State support was 14%, federal support was 2%, and private contributions were less than 1%. This ratio has remained relatively constant over the last several years.

Property taxes at the local level remain the primary source of public library funding. Statewide property reassessment has caused some counties to provide no growth budgets over the past few years. Local support is $6.46 per capita in FY 88. Future goals are $7.00 for FY 89, $7.50 for FY 90, and $8.00 for FY 91. Public libraries may be in for several more years of no growth budgets due to the elimination of revenue sharing. Uneven local support will continue to be a problem. The State Library will continue to publish South Carolina Public Libraries Annual Statistical Summary to provide libraries with comparative data for budget justifications.

State Aid for public libraries in South Carolina began in 1943. See page 19 for a historical review of State Aid. Recent years have seen State Aid reduced due to state budget reductions. This is the case for FY 88. The State Library's FY 89 budget request includes a two part State Aid formula. In addition to the $1.00 per capita, each county would receive a base grant of $10,000. The base grant would be used for library materials and/or for supplementing the salaries of certified librarians. It would not be counted in computation of the local support/State Aid ratio. The Association of Public Library Administrators and the Public Library and Trustee Sections of the South Carolina Library Association will sponsor the Seventh Annual South Carolina Library Legislative Day in FY 88 to inform legislators and other State officials of the benefits of good public library service.

APLA, library trustees, and Friends are also promoting the continuation of federal support for libraries. Top priority now is the continued funding of LSCA.

Public libraries, as noted above, receive less than 1% of their operating support from private contributions. There has been an increase in contributions for capital improvements in recent years which can primarily be attributed to the availability of Title II funding. With continued Title II funding this should continue. Automation projects also are encouraging contributions.

Objective 2. To provide incentive grants to public libraries for services and activities which support state and LSCA priorities, including personnel, collection development, and equipment.

The State Library will continue to offer per capita grants for public libraries to improve or extend service in areas of demonstrated needs, consistent with LSCA priorities. Grants will be made available to strengthen

existing library programs by adding trained staff; to extend service to new groups by a variety of outreach methods, such as bookmobile programs, deposit collections, and innovative and/or experimental programs targeted for certain groups; to expand, improve, or maintain the resources of public libraries by the purchase of new books, periodicals, audio-visual materials, other non-print media, and purchase or lease of library equipment; and to implement programs of publicity to keep the public informed of the services offered by public libraries.

The Library Development Project, which is intended to improve or extend services in areas of demonstrated need, is a per capita grant project. In FY 87 funding was 12¢ per capita with a cap of $25,000 and a minimum of $3,000. Libraries are required to meet a minimum level of local support to qualify. It is anticipated that FY 88 funding will also be 12¢ per capita. Grant levels for FY 89 and FY 90 will not be decided until each year's LSCA appropriation is known.

In order for public libraries to take advantage of the benefits of technological development a new grant program, Public Library Automation and Technology, was begun in FY 84. It will continue in FY 88 and the forseeable future. The South Carolina Library Network will continue the emphasis on computer technology in libraries.

The State Library has established a goal of two books per capita for public libraries. In FY 87 public libraries owned 1.51 books per capita. LSCA funding should assist libraries to increase their holdings to 5,000,000 in FY 88, 5,300,000 in FY 89, and 5,600,000 in FY 90. As libraries develop machine readable records, collections are being inventoried. This will result in an increase in weeding and identifying lost materials which should have an impact on per capita holdings. The Collection Management Workshop held in 1986 has lead to an increase in weeding which has produced more attractive collections.

There are 164 professional librarians employed in South Carolina's public libraries. This figure has remained relatively constant over the last several years. Projections in the past of adding ten per year have proved to be unrealistic. A projection of five per year is now being made. New buildings in some cases have caused libraries to increase staff size. Low salaries often cause high turnover in these positions. With recent increases in public school salaries due to the Education Improvement Act some librarians are resigning to become school librarians for more money and often less responsibility.

Since the population of the City of Columbia has dropped below 100,000 as determined by the Secretary of Education the MURLS provision of LSCA Title I will not apply even though the appropriation is expected to exceed $60 million.

Objective 3. To extend public library service to special constituencies, including the disadvantaged, the elderly, the illiterate, the unserved, and persons of limited English-speaking ability.

Under its Service to the Disadvantaged project the State Library has addressed the needs of the disadvantaged in various ways. These projects have had effects far beyond the locales and population groups originally designated as targets. They have been the instruments for changing staff and public attitudes concerning library goals and services, in bringing new groups of users into the library to participate in traditional activities, and in revealing additional areas of service to be explored.

As stated elsewhere in this document the State Library believes that basic library service needs -- information, education, and recreation -- are the same for all groups, but the methods of delivering these services must necessarily be tailored to meet the special needs of each group. South Carolina public libraries provide materials for new adult readers, space for literacy tutoring, referrals for literacy training, service to nursing homes, to senior citizen centers, day care programs, and local jails.

The State Library has identified two major problems in providing service to the disadvantaged: physical access to library service and illiteracy. Projects have been designed to solve these problems.

One of the most effective means of providing library service to the disadvantaged in South Carolina is bookmobile service. Over the past several years LSCA grants have enabled thirteen libraries to purchase new bookmobiles. As other bookmobiles wear out in counties eligible for a Service to the Disadvantaged grant, grants will be available to replace them. This will be true throughout the three year period. A priority will be assisting grant recipients and other libraries to develop their bookmobile services to better meet the needs of the disadvantaged.

Illiteracy remains a major problem in South Carolina with 25.7% of adults over 25 years of age considered to be functionally illiterate. Over the years the State Library has encouraged public libraries to become involved in local efforts to eradicate illiteracy. The focus on illiteracy has become sharper in recent years. Even before the P.L. 98-480 emphasis, cooperative efforts were underway in South Carolina to address this problem. In FY 84 and FY 85 the State Library administered a VISTA grant enabling the targeting of funds to high inpact counties. The State Library sub-granted funds to the South Carolina Literacy Association to develop the program. Other cooperating agencies are the Governor's Office, the Lieutenant Governor's Office, the Office of Adult Education, the Department of Social Services, Educational Television and public libraries. The State Library will continue providing support services. A separate literacy project was begun in FY 86 and will continue. A highly successful statewide literacy workshop funded by LSCA Title VI should assist the various players involved in adult literacy efforts to cooperate. The State Library Director is a member of the GOLD (Governor's Outreach for Literacy Development) Committee and represents libraries in planning for a broader literacy initiative.

As always, throughout the three year period, local libraries will be encouraged to submit applications which address the special needs of the disadvantaged. For all disadvantaged grants priority will be given to counties with over 25% of their population being disadvantaged. Next priority is to

counties with over 20,000 disadvantaged citizens, but not 25% of the population. The third priority is counties with over 15% disadvantaged.

South Carolina's over 65 age group increased 50.4% in the last decade. The State Library, in light of the emphasis placed on serving this group in the LSCA Amendments of 1984, will evaluate programs for the elderly. Libraries will be encouraged to target local, State Aid, and LSCA (library development and service to the disadvantaged) funds to meet the library needs of the 287,328 people in this category.

Because of their low number the State Library has chosen not to treat service to those with limited English-speaking ability as a priority. The central collection developed with LSCA funding is still maintained at the Charleston County Library and is available on interlibrary loan. No additional LSCA funds will be devoted for this purpose.

Objective 4. To encourage provision of public library facilities adequate in space, design, and access to meet the needs of the community.

The State Library surveyed public libraries in FY 85 and learned that there are at least 96 library building projects needed (This does not include small projects for energy efficiency, handicapped accessibility, or to accommodate new technologies.). It is estimated that three or four projects can be funded per year if LSCA Title II is funded at the FY 87 level.

State Library staff members work with public library staffs, boards, and local officials in the writing of building programs, drawing of initial floor plans, critiques of architectural drawings, furniture layout, fund raising, and justifying need to County Councils. The major story of recent years was the willingness of the people to raise money for their library. From the activity that has been generated, it is obvious that LSCA Title II funds have served as an incentive for local effort.

A two-day workshop on public library construction will be held November 12-13, 1987. This should enable librarians and boards better understand the steps involved in a building project.

GOAL III. TO EXTEND AND IMPROVE LIBRARY SERVICES TO SPECIAL CLIENTELE: THE INSTITUTIONALIZED AND PHYSICALLY HANDICAPPED.

Objective 1. To promote the establishment and development of institutional library service capable of supporting treatment, education, and rehabilitation programs in state-supported institutions.

Since 1967 the State Library has provided assistance to libraries in state-supported institutions. The original goal of library service in all institutions has been reached. As new institutions are created, library service is often planned as an integral component. Activities now center on improving the quality of service. The State Library provides consultant services to all state-supported institutions and collection development grants to

those institutional libraries that meet the support requirements for the grant program. In addition, the State Library provides continuing education opportunities, reference assistance, interlibrary loan services, and film services. Library support has increased dramatically with the grant program, but escalating costs of all materials and services, added to uncertain State economies, result in inadequate provision of library services. As agencies add more libraries there is a need to increase materials budgets.

Since no institution meets standards for size of their collection, grants for the forseeable future will continue to emphasize collection development. Due to changing populations (in size and type) the appropriateness of certain materials has been questioned. Libraries are developing collection development policies consistent with the abilities of the clientele to be served. The major redirection of collections is with institutions serving the mentally retarded. With most educable and trainable retarded children being mainstreamed into the public schools, the residential centers are now working with those who are profoundly retarded and/or older residents who have been in an institution for the greater part of their life and are incapable of living outside. For this group the printed page holds no fascination and no interest. Toys, games, and realia are more appropriate materials for providing library service. Efforts will continue to increase these collections. Collection size in mental health institutions meet quantitative standards. The need is to weed these collections and replace worn, outdated materials. The School for the Deaf also meets quantitative standards, but its collection is an old one in need of weeding. Weeding is a need at all other institutions, though less so at the State Hospital and Midlands Center where a major weeding program has been completed. Children assigned to the schools run by the Department of Youth Services have library service available only during school hours. Their collections are also underdeveloped. A realistic objective is to increase inadequate local book budgets by 10% each of the next three years. The Department of Corrections has exceeded the ACA/ALA goal of five books per inmate. The need remains for additional funds to maintain these collections and provide for new libraries as they are opened. The State Library is able to supplement institutional holdings with interlibrary loan and the film program. An objective will be to increase use of these services by 5% in each of the next three years. All institutions are understaffed. The institutional consultant in meetings with administrators will attempt to get staffs increased, but little hope is offered since the State is reluctant to add new positions.

For the past several years institutions have benefitted from a program which provides free multiple copies of publishers' overstock. This is one positive result of the Thor Power Tool decision. Publishers donate these materials to correctional institutions rather than paying taxes on them. The Department of Corrections has established a warehouse to take care of these. Other institutions can and do select from this warehouse, greatly supplementing their own collections.

For those institutions too small to maintain a full program of library service, the institutional consultant will continue to select paperback

materials. These include institutions serving the physically handicapped and those addicted to alcohol and drugs, and a long-term care mental health facility.

Continued support will also be given to the South Carolina Bibliotherapy Association. As appropriate the institutional consultant will assist additional libraries to develop bibliotherapy programs.

Continuing education opportunities for institutional librarians and staff have increased in recent years as a result of State Library activity. On November 5, 1986 a workshop on performing a self-study of library programs in institutions will be held. In Winter 1987 a bibliotherapy workshop will be held. Emphasis will be placed on humor as therapy and on poetry therapy.

The institutional library consultant will be retiring on March 31, 1987. During the first half of FY 87 she will be developing a notebook on the institutional library program for her successor. A revision of the Strengths and Weaknesses of each program will be included.

Objective 2. To provide special programs of library service for visually and physically handicapped residents.

The South Carolina State Library has the responsibility for providing library services to the blind and physically handicapped of the state. The Department for the Blind and Physically Handicapped is a member of the Library of Congress network of libraries serving this group. Anyone who is unable to read conventional print due to a visual or physical handicap is eligible for service. According to Library of Congress estimates, 43,705 South Carolinians are eligible; 8,005 are currently registered. The long-range goal is to serve 41% (17,919), the same percent using public libraries. An interim goal is to register 1,000 new readers each year for the next three years. After attrition the library should be serving 10,000 readers by FY 90. In FY 87, 241,971 books were circulated. The goal is to increase circulation by 5% each year of this plan. The acquisition of an automated circulation system in FY 87 has sharply increased circulation. In order to serve readers of braille the library will continue to contract with the North Carolina State Library.

The history of this service has been one of inadequate facilities and a staff too small to provide the level of service desired. In November 1986 the library moved to a 26,686 sq. ft. area within the State Museum Complex. This is a renovated historic textile mill. Space should be adequate for at least the next decade. For the first time an in-house volunteer recording program will be possible. A recording studio will be operational in FY 88. An equipment repair facility is also in-house for the first time. However, use of the repair facility is limited since the telephone pioneers have opted to use their own facility. Recruitment of additional volunters in this area is a must. Adequate space will also be available to develop a well rounded volunteer program. The State Library has requested funding for a volunteer coordinator in its FY 89 budget. Collection development has been dictated in part by space considerations. This should not be the case in the future. The automated circulation system should provide data to assist with collection development.

A management study of this department will be conducted in FY 88. The focus will be to take advantage of the new automated system and new facilities. Staff resources will be examined in light of new demands for service. With little hope for a significant increase in staff, it is essential to utilize existing staff wisely.

A major push to promote this service will be initiated this year. NLS produced and locally produced materials will be used. Talks before various groups and exhibits are envisioned. When the State Museum opens in 1988 the library should experience a tremendous increase in "walk-ins" curious about what a library for the blind and physically handicapped provides. This free publicity should result in greater public awareness of this service and probably in increased patronage.

An objective for the period will be to eventually replace LSCA operating funds with State funds, thus making this service less vulnerable to federal decisions on library funding. Such a request has been made in the State Library's recent budget request. If unsuccessful, similar requests will be made in future years.

The staff has analyzed 1984 ALA revised standards for this service. Most standards are being met either fully or partially. As time and funds permit the library will attempt to meet other standards. In FY 85 the advisory council composed of users and providers of service to the handicapped met and adopted By-Laws and elected officers. It will continue to meet semi-annually. In recent years workshops were held for public libraries, emphasizing the role public libraries can play in the provision of this service. Part of this program's success depends on how well front-line staff at public libraries are informed about it. These workshops will continue to be a regular feature. Meeting space in the library will enable staff to do a better job of presenting material to such groups. Workshops will be held for other groups, when appropriate.

GOAL IV. TO FACILITATE OPTIMUM UTILIZATION OF SOUTH CAROLINA'S TOTAL LIBRARY RESOURCES BY MEANS OF COOPERATION AND RECIPROCAL ACTIVITIES AMONG LIBRARIES OF ALL TYPES AND AT ALL LEVELS.

South Carolina has a long tradition of interlibrary cooperation; however, much of this cooperation has been on an informal basis. Since 1979, the State Library has devoted considerable resources and energy to the development of a statewide plan for cooperation, automation, and resource sharing. Working with its Task Force on Library Automation and Neworking, representing all types of libraries, the State Library proposed the establishment of the South Carolina Library Network (SCLN). The plan for SCLN was based on independent consultant studies and recommendations from the South Carolina library profession. The South Carolina Library Network is operated by the State Library and its long-range goal is to enable local library users to have access to the state's total library resources. The plan for SCLN calls for a multi-year, five phase implementation schedule which is flexible to meet changing circumstances.

In FY 86 the State Library purchased and installed an integrated library system to serve as the central component of the Network. The computer hardware which was later expanded in FY 87 was purchased with a combination of state and federal funds. The online library system provides for the automation of the State Library's internal functions including circulation, cataloging and inventory maintenance, public access catalog, interlibrary loan, audio-visual booking and library for the blind and physically handicapped. Implementation of the communications component of SCLN began in FY 86 when personnel from all forty-six county libraries received instruction in the use of their microcomputers to access the State Library's database and began placing interlibrary loan requests online. A special state appropriation provided funds for microcomputers for public libraries. In FY 87 access to SCLN was extended to academic libraries, and the State Library staff conducted training sessions for personnel from thirty-eight academic and technical college libraries. Other academic libraries did not participate due to a lack of appropriate equipment locally. Additionally ten state agencies in the Columbia area were trained, and their staff began searching the State Library's database from their offices. In FY 87, an electronic bulletin board service was added as a feature of SCLN. Planning for public school library participation began, and two school districts were selected as pilot sites to test participation in SCLN. The pilot projects will be carried out in FY 88 and FY 89.

The State Library is requesting additional funds in its FY 89 state budget to enhance the capabilities of the network and for additional telecommunications charges. Similar requests in FY 87 and FY 88 were unsuccessful. Until such time as sufficient state monies are available, LSCA funds will be used to support and/or enhance the network.

Future SCLN plans call for addition of system functions such as acquisitions, reference information, serials control and newspaper index. At the state level, plans call for union listing of statewide collections deemed most significant for interlibrary loan and resource sharing. Other components identified to date include a union list of serials, state and federal documents, newspaper, local history and South Caroliniana materials. Network participation will be expanded to include all academic libraries, public school libraries, remaining state agencies and special libraries. Direct use by individuals will be available eventually.

Future plans envision SCLN serving as a central node to permit the linking of local automated systems.

Objective 1. To provide interlibrary loan and reference services from the State Library.

The State Library will continue to serve as the primary source of interlibrary loan and reference service for public and institutional libraries. The State Library will also continue to offer interlibrary loan to academic and special libraries. An objective is to increase use of this service by 5% annually for each of these groups. According to the network study this service received "high evaluations from all users of the system."

In FY 86 the State Library's catalog was put on-line. An integrated library system including public access catalog, circulation/interlibrary loan system was installed which gives public libraries and some state agencies access to this collection. In FY 87, access was extended to all academic and technical college libraries. The State Library staff conducted seven training sessions for staff from thirty-eight academic and technical college libraries. The remaining academic libraries did not choose to participate primarily due to a lack of proper equipment - either a microcomputer or modem or both. Additionally ten state agencies and three special libraries became users of the network. In FY 87 plans were made for a Public School Library Media Center Demonstration to determine the feasibility of school library media center participation in the network. In addition to automating individual school library functions, the project will study resource sharing at the school district level. Two school districts were selected for the two-year pilot project to be conducted in FY 88 and FY 89.

In FY 88, the State Library will continue to extend access to the network to remaining academic libraries and state agencies.

The State Library initiated on-line information retrieval services in FY 83 using DIALOG. It is anticipated as more indexes and databases are available on-line that use will increase significantly. Funds have been requested in the FY 89 budget for State government's use of this service. Interlibrary loan use will continue to be charged to Title III. Online service has been expanded to include the retrieval service of BRS (FY 86) and Wilsonline (FY 87). Members of the reference staff continued to attend online retrieval training sessions in FY 87 to expand their knowledge of online databases.

The State Documents Depository System, established in FY 83, has seen the number of new acquisitions level off. A Library Technical Assistant III has been assigned to this program to provide necessary support services. During FY 88 the State Library will host a one-day workshop for state depository library staff to review and critique the depository program after five years of operation.

The Interlibrary Loan Service developed a policy and procedures manual in FY 85. Since policies and procedures are being changed due to automation it was decided not to publish the manual. It will be published as soon as the effects automation will have on interlibrary loan service are known. In FY 86 a manual for public libraries on how to search and place requests on the ILL subsystem of the SCLN was written and printed. A similar manual was developed in FY 87 for academic libraries.

The Superintendent of Documents in 1981 requested that each state prepare a state plan for federal depository libraries. In September 1984 the South Carolina State Plan for Depository Libraries was approved. The plan called for the libraries of the University of South Carolina, Clemson University, and Winthrop College to share responsibilities usually performed by a regional library (South Carolina does not have a regional library). The State Library served as the coordinator for the plan. Each of the three libraries selected areas of responsibility, allowing depository libraries in the state to discard federal documents after checking with these libraries to make sure a final copy was being held. By 1986 this plan proved too

cumbersome to administer. In June 1986 the Superintendent of Documents approved changes requested by the libraries involved. Under this new plan, the libraries of Clemson University and the University of South Carolina serve as joint regional depositories. Winthrop College and the State Library are no longer involved. So far this new plan has proven to be economical in terms of time and money.

Objective 2. To provide bibliographic access to library collections in the state.

The picture of interlibrary cooperation in South Carolina has changed drastically in recent years because of access to the OCLC database through membership in SOLINET. There are now 54 South Carolina libraries which participate as SOLINET members. Many libraries joined as a result of Title III grants. Other libraries received RECON grants. Additional grants of this nature may be made during the next three years to support SOLINET participation and development of the state database.

Most of the larger libraries are members of SOLINET. Throughout the three year period the State Library will assist these and other libraries to convert their bibliographic records to machine readable form. Following a pattern of recent years RECON grants will be made subject to available funding.

The State Library has been creating its machine readable database since it joined SOLINET in 1975. By FY 85 RECON of its circulating collection was complete. During FY 86 the South Carolina collection and reference were completed. Approximately 1,000 volumes of State documents need to be added to the database. The State Library contracted in FY 87 with UTLAS International for authority control services. When complete in FY 88, the database will have authority control imposed upon it for names and subjects.

In FY 83 the State Library awarded a Title III grant to the University of South Carolina Medical School Library to produce a Union List of Serials of the holdings of the State Library, Richland County Public Library, and Columbia College Library. A second edition was published in FY 85. A third edition was published in FY 87. Plans to include other Columbia area libraries in the list are being delayed due to the possibility of creating a statewide union list. A Subcommittee of the Task Force on Library Automation and Technology studied the feasibility of establishing a state union list during FY 87. They are to determine the extent and format of serials records in machine readable formats in the state. Their final report will be ready in early FY 88.

The University of South Carolina and the State Library received a grant from the National Endowment for the Humanities to fund phase one of a project to gain bibliographic control over the newspapers published in South Carolina. The grant was administered by the University of South Carolina with support services provided by the State Library. Since so much work had been done in South Carolina NEH declined to fund phase two so it could fund other states with greater need. The University of South Carolina and the State Library

are continuing this project with the help of local foundations. A researcher was hired to conduct a survey of newspaper collections. The inventory of South Carolina's newspaper records has been completed, and a manuscript prepared. The University of South Carolina Press published it in September 1987. In FY 88 the State Library will distribute free copies to public, institutional, and State Documents Depository Libraries. The Thomas Cooper Library at the University of South Carolina will also distribute a number of copies. The remainder will be sold to recoup costs of publication.

Objective 3. To provide continuing education opportunities.

Increasing emphasis on cooperation, automation, and networking will necessitate more continuing education activities for all types of libraries under LSCA Title III in addition to traditional Title I activities. The State Library will continue to provide continuing education opportunities for professional and non-professional librarians and for library trustees. In addition to formal courses offered by academic institutions, the State Library will also plan special workshops given by staff members or consultants to support current programs and activities. Cooperative activities will be planned whenever appropriate with USC's College of Library and Information Science.

In FY 87 academic and technical college library staff received training in use of the South Carolina Library Network. Training will be an on-going activity due to new staff members hired and new enhancements to the system.

The State Library requested State funding in its FY 89 budget for continuing education activities.